

**Board of Water Commissioners
of the City of Saint Paul**

**October 9, 2012
Meeting**

**Agenda
and
Minutes**

BOARD OF WATER COMMISSIONERS

October 9, 2012

Meeting Agenda

CONSENT AGENDA:

NOTE: ALL ITEMS LISTED UNDER CONSENT AGENDA WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

1. Approval of the Minutes of the regular meeting of September 2012.
2. Approval of the Financial Statements for the month of August 2012.
3. Resolution No. 7179 pertaining to acceptance of an easement for a public fire hydrant from Technology and Information Education Services located at 1664 Larpenteur Avenue West in the city of Falcon Heights.

ACTION ITEMS:

4. Resolution No. 7180 pertaining to an Agency Relocation Agreement with the State of Minnesota providing for reimbursement of costs to relocate water facilities within the I-35E/Cayuga Street project.
5. Resolution No. 7181 pertaining to Amendment No. 5 to Agreement with Short Elliott Hendrickson, Inc. to provide additional water tower review and inspection services.
6. Resolution No. 7182 pertaining to a Water Utility Aid request from the City of Maplewood for water facility replacement work within the City's TH 36/English Street Interchange Improvements project.
7. Resolution No. 7183 pertaining to a Water Utility Aid request from the City of Maplewood for construction of a water main loop within the City's East Metro Public Safety Training Center project on Century Avenue north of Larpenteur Avenue.

GENERAL MANAGER'S REPORT

BOARD OF WATER COMMISSIONERS

October 9, 2012

Meeting Minutes

This publication is a summary of meeting proceedings.

The full text is available upon request at 651-266-6275.

President Anfang called the meeting to order at 5:00 p.m. in the Committee Hearing Room 330, City Hall.

Roll call.

Present: President Anfang, Vice President Brendmoen, Secretary Gagnelius, Commissioners Bykowski, and Lantry.

Excused: Commissioner Tolbert.

Absent: Commissioner Rossbach.

Commissioner Kleindl arrived during Item No. 6.

Steve Schneider, General Manager; Bill Tschida, Saint Paul Regional Water Services.

CONSTENT AGENDA:

Consent Agenda Item Nos. 1 through 3 were moved for approval by Commissioner Lantry and seconded by Commissioner Bykowski as follows:

1. Approval of the Minutes of the regular meeting of September 2012.
2. Approval of the Financial Statements for the month of August 2012.
3. Resolution No. 7179 pertaining to acceptance of an easement for a public fire hydrant from Technology and Information Education Services located at 1664 Larpenteur Avenue West in the city of Falcon Heights.

Approved

Yeas - 4

Nays - 0

ACTION ITEMS:

4. Resolution No. 7180 pertaining to an Agency Relocation Agreement with the State of Minnesota providing for reimbursement of costs to relocate water facilities within the I-35E/Cayuga Street project.

Mr. Schneider explained that the agreement addresses reimbursement of costs to replace and/or relocate water facilities within MnDOT's 35E/Cayuga project, which is scheduled to begin in 2013. Ten of the 11 locations are to be paid for by MnDOT, including Board costs of approximately \$74,000 for inspection and valve operation. The lone replacement to be paid for by the Board consists of

approximately 400 feet of 30-inch concrete main in Mississippi Street, at an estimated cost of \$149,000. That main did not require relocation or replacement as a result of the project and could have remained in place, but SPRWS requested that it be replaced due to its age and material.

Net payment to MnDOT of approximately \$75,000 is included in the proposed 2013 budget.

Resolution No. 7180 was moved for approval by Commissioner Bykowski and seconded by Commissioner Lantry as follows:

WHEREAS, the State of Minnesota, acting by and through its Commissioner of Transportation (the "State") intends to let a contract for the construction of State Project No. 6280-308 on Trunk Highway 35E from 580 feet south of University Avenue to 760 feet north of Maryland Avenue in the city of Saint Paul; and

WHEREAS, the Board of Water Commissioners of the City of Saint Paul (the "Board") owns and operates certain water facilities presently located within the limits of said project; and

WHEREAS, the State has determined that relocation of Board facilities is necessitated by the construction of said project, and that Minnesota Statutes provide for this relocation work to be accomplished as part of a state highway construction contract; and

WHEREAS, the State prepared Relocation Agreement No. 01291 to provide for the relocation of the Board's water facilities within said project, at an estimated cost to the Board of \$148,732.07, from which will be deducted Board costs to inspect the relocation work, estimated to be \$73,857.66, resulting in a total estimated cost to the Board of \$74,874.41; now, therefore, be it

RESOLVED, that Relocation Agreement No. 01291 between the Board of Water Commissioners of the City of Saint Paul and the State of Minnesota pertaining to relocation of the Board's water facilities within State Project No. 6280-308 and located on Trunk Highway 35E from 580 feet south of University Avenue to 760 feet north of Maryland Avenue in the city of Saint Paul is hereby approved in substantially the form submitted, and that the proper officers are hereby authorized and directed to execute said agreement on behalf of the Board, following approval by the assistant city attorney.

Approved

Yeas - 4

Nays - 0

5. Resolution No. 7181 pertaining to Amendment No. 5 to Agreement with Short Elliott Hendrickson, Inc. to provide additional water tower review and inspection services.

Mr. Schneider explained that the amendment adds funds to the existing professional services agreement in the amounts of \$6,380 for additional inspection of the Stillwater Water Tower reconditioning project and \$50,000 for design review and inspection of wireless installations. Most of the wireless work will be reimbursed by the wireless carriers. Total cost of the amendment is \$56,380.

This is the final amendment that will be sought, as these services are planned to be rebid in 2013.

Resolution No. 7181 was moved for approval by Commissioner Lantry and seconded by Commissioner Bykowski as follows:

WHEREAS, the Board of Water Commissioners entered into an agreement with Short Elliott Hendrickson, Inc. (“SEH”) on December 4, 2007 to provide warranty reconditioning inspections and plan review and inspection of wireless communication installations on the Board’s elevated water towers in an amount not to exceed \$48,720 (the “Agreement”); and

WHEREAS, the Board entered into Amendment No. 1 to the Agreement with SEH on September 8, 2009 to provide for additional wireless equipment review and inspection services at a cost not to exceed \$36,000 and to extend the expiration date to December 31, 2012; and

WHEREAS, the Board entered into Amendment No. 2 to Agreement with SEH dated June 8, 2010 to provide for design and inspection services necessary for the reconditioning of the Board’s Stillwater Road Water Tower at a cost not to exceed \$41,400; and

WHEREAS, the Board entered into Amendment No. 3 to Agreement with SEH dated November 9, 2010 to provide further additional wireless equipment review and inspection services at a cost not to exceed \$33,000; and

WHEREAS, the Board entered into Amendment No. 4 to Agreement with SEH dated April 5, 2011 to provide further additional wireless equipment review and inspection services at a cost not to exceed \$50,000; and

WHEREAS, SEH has faithfully complied with all requirements and conditions of the Agreement; and

WHEREAS, the parties desire to amend the Agreement to provide further additional water tower reconditioning and wireless equipment review and inspection services; and

WHEREAS, staff has prepared an Amendment No. 5 to Agreement which provides for such further additional services at a cost not to exceed \$56,380 resulting in a total not to exceed cost of \$265,500, and which extends the expiration date to June 30, 2014; and

WHEREAS, the assistant city attorney has reviewed and approved said Amendment No. 5 as to form and staff recommends approval of said Amendment No. 5; now, therefore, be it

RESOLVED, that Amendment No. 5 to Agreement between the Board of Water Commissioners and Short Elliott Hendrickson, Inc. to provide additional water tower reconditioning and wireless equipment review and inspection services is hereby approved in substantially the form submitted, and that the proper officers are hereby authorized and directed to execute said Amendment No. 5 on behalf of the Board, following approval by the assistant city attorney.

Approved

Yeas - 4

Nays - 0

6. Resolution No. 7182 pertaining to a Water Utility Aid request from the City of Maplewood for water facility replacement work within the City’s TH 36/English Street Interchange Improvements project.

Mr. Schneider explained that Item Numbers 6 and 7 are similar, as they are both requests by the City of Maplewood for Board contribution (Water Utility Aid) toward water facility installation costs. Item No. 6 addresses costs to replace cast iron water main within the TH 36/English Street Interchange Improvements project. Item No. 7 addresses costs to install a new water main within the East Metro Public Safety Training Center project north of Larpenteur Avenue and west of Century Avenue. The new main will provide circulation for existing water mains in the area.

The estimates include indirect costs in the amount of 31.5% of project costs, which is the current amount provided for in the Water Utility Aid amendment to agreement with Maplewood. Staff from both parties have begun discussions on recommending a new, lower percentage that better reflects the real indirect costs. The results of those discussions will be shared with the Board and the final amount of Water Utility Aid requested for these projects will be in accordance with the new percentage agreed upon by the Board and the City.

Resolution No. 7182 was moved for approval by Commissioner Lantry and seconded by Commissioner Bykowski as follows:

WHEREAS, the Board of Water Commissioners (“Board”) and the City of Maplewood (“Maplewood”) entered into an Agreement dated October 30, 1996, whereby the Board assumed ownership of Maplewood’s water system, Maplewood obtained representation on the Board and, beginning in 2003, Maplewood properties were charged water rates equal to those of similar properties in the City of Saint Paul; and

WHEREAS, subsequent to said Agreement, the Board and Maplewood executed an Amendment No. 3 to Agreement dated November 18, 2003, which provides for payment of Water Utility Aid to Maplewood for water facility projects that provide a direct benefit to the Board’s water system or that extend water service to properties not directly served by the facilities; and

WHEREAS, Maplewood’s upcoming TH36/English Street Interchange Improvements project includes the replacement of certain water facilities, and Maplewood has requested that the Board provide preliminary approval of a request for Water Utility Aid in the estimated amount of \$744,000 for the cost of said replacements, which includes indirect costs in the amount of 31.5% of project costs; and

WHEREAS, staff has reviewed said request and has determined that the justification and the amount of payments requested are in accordance with Amendment No. 3 to Agreement; and

WHEREAS, Board and Maplewood staff have begun discussions concerning the lowering of the percentage used to determine indirect costs and the request for payment of final project costs will reflect the outcome of said discussions; now, therefore, be it

RESOLVED, the Board of Water Commissioners does hereby agree that proposed water facility replacements within the City of Maplewood’s TH36/English Street Interchange Improvements project qualify for Water Utility Aid, and does hereby approve the estimated amount of said Aid in the amount of \$774,000, with final amount to be subject to Board approval following tabulation of actual and indirect project costs.

Approved

Yeas - 5

Nays - 0

7. Resolution No. 7183 pertaining to a Water Utility Aid request from the City of Maplewood for construction of a water main loop within the City’s East Metro Public Safety Training Center project on Century Avenue north of Larpenteur Avenue.

Resolution No. 7183 was moved for approval by Commissioner Lantry and seconded by Vice President Brendmoen as follows:

WHEREAS, the Board of Water Commissioners (“Board”) and the City of Maplewood

("Maplewood") entered into an Agreement dated October 30, 1996, whereby the Board assumed ownership of Maplewood's water system, Maplewood obtained representation on the Board and, beginning in 2003, Maplewood properties were charged water rates equal to those of similar properties in the City of Saint Paul; and

WHEREAS, subsequent to said Agreement, the Board and Maplewood executed an Amendment No. 3 to Agreement dated November 18, 2003, which provides for payment of Water Utility Aid to Maplewood for water facility projects providing direct benefit to the Board's water system or that extend water service to properties not directly served by the facilities; and

WHEREAS, Maplewood's upcoming East Metro Public Safety Training Center project includes the construction of a new 8-inch water main to provide circulation between existing dead end mains, and Maplewood has requested that the Board provide preliminary approval of a request for Water Utility Aid in the estimated amount of \$109,800 for the cost of said construction, which includes indirect costs in the amount of 31.5% of project costs; and

WHEREAS, staff has reviewed said request and has determined that the justification and the amount of payments requested are in accordance with Amendment No. 3 to Agreement; and

WHEREAS, Board and Maplewood staff have begun discussions concerning the lowering of the percentage used to determine indirect costs and the request for payment of final project costs will reflect the outcome of said discussions; now, therefore, be it

RESOLVED, the Board of Water Commissioners does hereby agree that proposed water facility construction within the East Metro Public Safety Training Center project qualifies for Water Utility Aid, and does hereby approve the estimated amount of said Aid in the amount of \$109,800, with final amount of to be subject to Board approval following tabulation of actual and indirect project costs.

Approved

Yeas - 5

Nays - 0

GENERAL MANAGER'S REPORT

1. Meter Replacement Project

The majority of meters will be replaced by Thanksgiving, with stragglers and reschedulings to be completed during the first quarter of 2013.

2. Dale Street Reservoir

The reservoir was filled and disinfected, but minor seepage will required some repairs to the inside. It is expected to be in service in about 3 weeks.

3. 2012 update

- Most of 2012 has been dry and water sales for the last few months have been good. Because of that, no reductions in capital expenditure will be needed.
- Construction work of all kinds is in the process of wrapping up, after which time the Distribution Division will switch to winter work.
- A total of over 13 miles of water main was replaced, including eight miles replaced in University Avenue as part of the Central Corridor Light Rail project.

Motion to adjourn was made by Commissioner Lantry and seconded by Commissioner Bykowski.

Approved.

Yeas - 5

Nays - 0

The meeting was adjourned at 5:20.

Attest:

Secretary Gagnelius

President Anfang