

# WEEKLY MEMO

**Date:** October 25, 2013

**To:** Mayor Lynn Stauss. Council President Craig Buckalew, Vice President Greg Leigh, Council Members Clarence Vetter, Ron Vonasek, Henry Tweten, Mark Olstad, and Chad Grassel

**RE:** Weekly Update

## **UPCOMING MEETINGS:**

*Special Meeting – October 29, 2013 – 5:00 PM – Training Room*

*Regular Council Meeting – November 5, 2013 – 5:00 PM – Council Chambers*

*Work Session – November 12, 2013 – 5:00 PM – Training Room*

*Regular Council Meeting – November 19, 2013 – 5:00 PM – Council Chambers*

## **WEEKLY UPDATE:**

Reminder there is a special meeting on Tuesday, October 29<sup>th</sup> that will be held in the Training Room. The meeting will consist of a public hearing, adopting an assessment roll, consideration of approving a temporary liquor license, and budget presentations from the Fire Department and the Public Works Department.

The reminders didn't get sent soon enough to the next two groups for board and commission updates from council members so the next updates will be found in next week's memo.

## **DEPARTMENT UPDATES:**

### **Campbell Library – Charlotte Helgeson**

The EGF Public High School band has entertained and taught at Story Time this week. The attendance numbers grow every week. Hooray for music in the Library!

The Library Staff is preparing for a Reclamation Process that will take place in January. Currently, records are being aligned with standards across the nation with the purpose of taking part in inter-library loans. Our Library has never participated because of the state restrictions involving membership in a regional system. To be able to have other libraries view our collection and request materials, our collection must meet standards that to-date have not been a high priority for EGF. After the Reclamation Process, our patrons will have access to other OCLC libraries' collections along with our own materials.

### **Public Works Department – Jason Stordahl**

#### **Wastewater:**

Staff has been assisting Xcel Energy with televising sanitary sewer lines. Excel is televising our City lines as well as private residential lines, to ensure that they have not ruptured any of our sanitary lines

during boring or other activities. As they find areas of concern due to root problems staff has been cleaning lines as a preventative maintenance measure.

MPCA is requiring the City to install signs on the west side of our wastewater ponds the deter anyone from entering the area. Staff has installed the anchors for these signs and will work on installing the signs next week.

Fence repair at the ponds is almost complete. There were a few wet areas that staff had to work around. They will have to wait for freeze up in order to complete those portions.

**Streets:**

We put on another street sweeper in order to try to get more of the leaves picked up. We will be running both of the sweepers until either all leaves are picked up or it snows.

Equipment Operators have been installing snow wings and plows on equipment in preparation for winter.

**Mowing:**

Staff has been trying to finish up the last of the mowing for the season. Once they finish they will be cleaning and servicing all mowing equipment.

**Police Department – Chief Hedlund**

**Traffic Safety** – Cold weather has arrived in the Red River Valley and that can result in icy roadways. On the morning of October 24, 2013 there were crashes on both the Kennedy and Point Bridges due to people driving too fast for the icy conditions. These crashes caused significant traffic jams. Our cold nights can often result in icy roads in the morning and evening hours. Please try to leave a few minutes early so you have time to drive carefully and arrive safely! Harvest is drawing to a close but beet trucks will continue to drive throughout the region and can result in muddy and slippery roads. Be cautious and drive defensively.

**AGENDA ITEMS:**

Item 1 will be a public hearing about 2012 Assessment Job No. 4 – Utilities and Street Construction – Riverview 10<sup>th</sup> Addition.

Item 2 will consider adopting a resolution which would adopt the final assessment roll for the 2012 Assessment Job No. 4.

Item 3 will consider approving a temporary liquor license for an event at Sacred Heart.

Item 4 will be a budget presentation from the Fire Department Fire Chief.

Item 5 will be a budget presentation from the Public Works Director.