

Public Services Committee

Meeting Agenda

March 22, 2021 4:30 p.m.

EMT Training Room – Thurber Community Building

1. March 22, 2021 /4:30 p.m. EMT Training Room -Thurber Community Building.
2. Consider placement of radar speed sign.

Members Present: Councilors John McBroom & Pam Bluhm.

Members Absent: None.

Others Present: Rocky Burnett, Luke Thieke, Shane Fox and Joel Young.

Fire Radios: Luke Thieke, Fire Chief, presented price information for two hand-held radios. He explained that the Department's Capital Plan provides for the replacement of two radios each year. The cost, including the cost of deploying them, is \$7,752.40. Thieke said that they are also securing the cost to replace three sets of turn-out gear, which is expected to cost approximately \$12,000. The Committee recommended that the city council approve these purchases.

Ambulance Annual Report: Rocky Burnett provided an overview of the ambulance department's activity over the course of 2020. He reported that four new members joined the crew while seven others resigned for various reasons. Burnett reported that they responded to 362 calls and finished the year in a positive financial position.

Public Nuisance Enforcement: The committee discussed the past practice of enforcing public nuisances within the City. Young explained that the ordinance states that the police department is to take the lead on nuisance enforcement but it has been the practice of the city to have the City Clerk's office enforce all public nuisances except for abandoned vehicles and animals at large. It was noted that it might be more effective to have enforcement come from a department that is patrolling the community regularly with people who are trained to enforce ordinances. After a fair amount of discussion, it was determined that the police department would take the lead in public nuisance enforcement from this point forward.

INTEROFFICE MEMORANDUM

TO: Public Services Committee
FROM: Brian Burkholder, SCS
SUBJECT: Install Radar Sign
DATE: 2/3/2021

Action Requested: To consider the new install of the radar sign received from Fillmore County on Highway 52 north bound at the 30-mph zone. If approved, to move forward with the application process with MN Dot.

Background: Last Fall, we had received a new radar sign through a grant from Fillmore County and is required to be installed in Fillmore County.

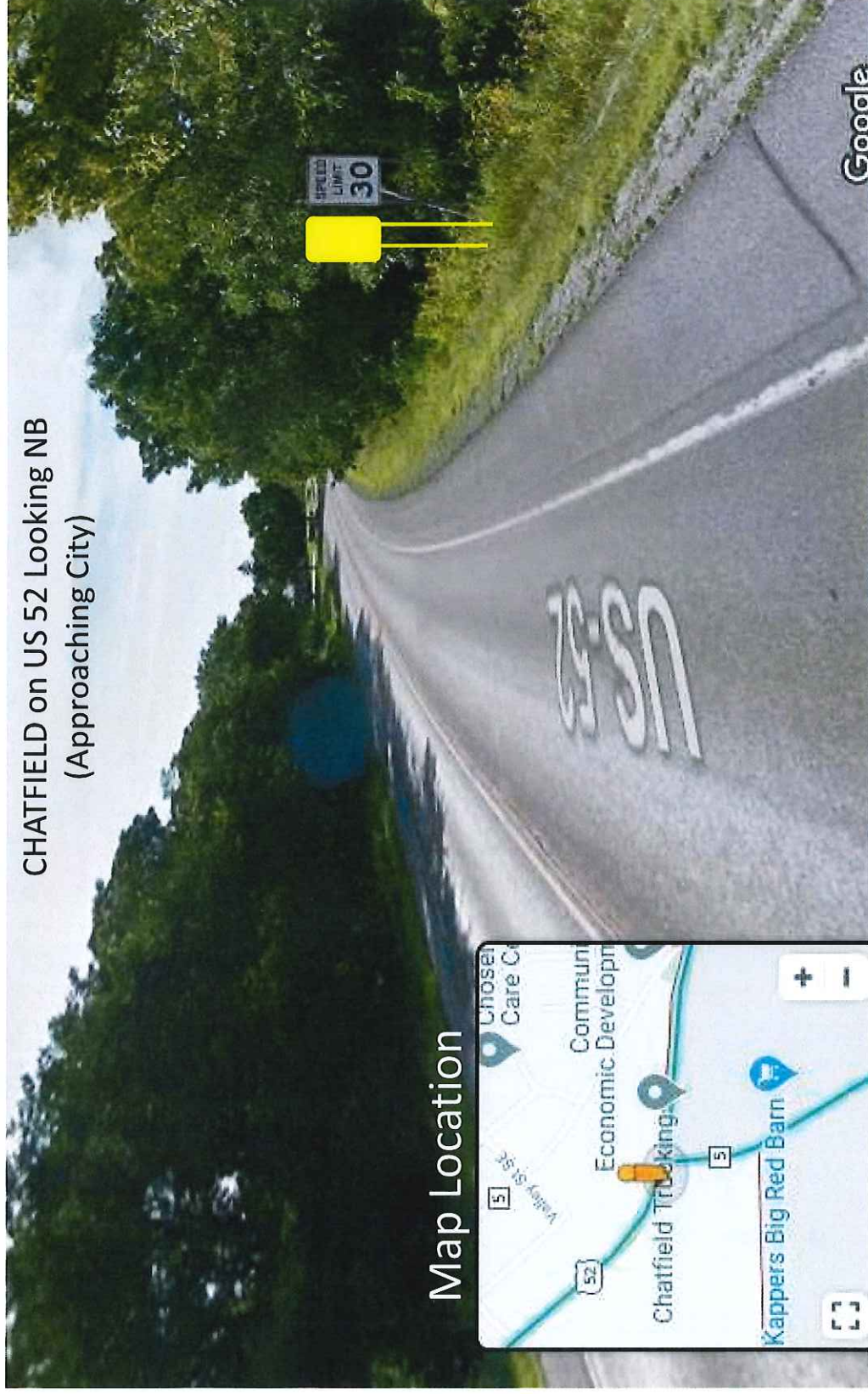
With discussions with Shane, we discussed the area of Highway 52 either at the 45-mph zone or at the 30-mph zone where there have been past complaints.

I have been in contact with Mn Dot to go through the permit process for approval on Highway 52 if that is the location that is agreed upon.

I have attached the location, the permit and a sample of a previous city's application. I personally think that this location would be the best fit due to past complaints.

Thanks for your time,
Brian Burkholder

CHATFIELD on US 52 Looking NB
(Approaching City)



Map Location

INSTRUCTIONS FOR COMPLETING APPLICATION FOR MISCELLANEOUS WORK ON TRUNK HIGHWAY RIGHT OF WAY (FORM 1723)

Form 1723 is for miscellaneous minor work activities on trunk highway right of way. It may be used for installation of utility customer service line connections that do not cross or parallel the roadway within the trunk highway right of way. Form 1723 is also used for repair and maintenance of existing utility facilities, installing miscellaneous guy wires and anchors, or tree trimming around utility lines. Form 1723 may also be used to place temporary obstructions on the right of way, to perform temporary relocations to accommodate construction projects, and to place objects on the trunk highway right of way under Minn. Statutes §§160.27 or 173.025.

Fill Out This Form Completely

Print (in ink) or type all information. An incomplete application will delay processing. The form can be filled out online and then printed at: <http://www.dot.state.mn.us/utility/forms.html>

- Be sure to sign it at the bottom. Submit the original form only.
- FAXES ARE UNACCEPTABLE
 - Complete each item on the application. Be specific. If any item does not apply, print "N.A." in the blank.
 - Provide a detailed location of proposed work and give reference to nearest cross streets.
- Include plans of proposed work along with detailed drawings showing type and location of work in relation to MnDOT right of way, on no larger than 11x17 sheets
- Detail any type of traffic interference this work may require and submit a traffic control plan. Detouring of the traffic from the trunk highway will not be permitted, except by special arrangements with the MnDOT District Permit office. All costs involved in the re-routing of traffic including, but not limited to, furnishing barricades, installation or rearrangement of traffic control signs, pavement marking and special flag person services will be charged to the applicant at rates set by MnDOT for the equipment, labor, and materials used.
- Indicate type, kind and size of any object to be placed on trunk highway right of way. Indicate the method of installation and equipment to be used for excavation and compaction.

Submit the complete, signed and dated application (all pages of the form) with the required plans to the MnDOT District Permit office. Contacts and addresses can be found at: <http://www.dot.state.mn.us/utility/districtcontacts.html>

After the Miscellaneous Work Permit has been approved

The applicant will be notified and a security deposit will be required. The permit will have Special Provisions and drawings indicating the construction requirements. Compliance with these instructions during the work operations is mandatory. All Permittees are responsible for the entire costs of their work activities, including proper traffic control. Work cannot be started until all permit and deposit requirements are met and you have received the approved permit.

Security Deposit

A security deposit is required for permits that authorize work in trunk highway right of way to ensure that work is completed to MnDOT's satisfaction. The actual amount required will depend on the specific situation. The District Permit Section will determine the actual amount and type of deposit to be submitted based on the specific situation. Deposits may be in the form of a certified check, cashier's check, or surety bond made payable to "State of Minnesota, Commissioner of Transportation." Deposits must be irrevocable and cannot expire. A permit will not be issued until the required deposit is received.

After construction is completed

The applicant must notify the MnDOT District Permit Office for final inspection. If the construction and all other related work is satisfactory and the turf items are re-established, the deposit will be returned to the applicant. The approved permit is a legal document and should be retained with other valuable papers.

| | | | |
|---|---|--|--|
| Form 1723 (6-26-2013) <div style="text-align: center;">  DEPARTMENT OF TRANSPORTATION </div> <div style="text-align: center; margin-top: 10px;"> APPLICATION FOR MISCELLANEOUS WORK ON TRUNK HIGHWAY RIGHT OF WAY </div> | | Document Management System # _____ District _____ Permit # _____ C.S. _____ T.H. _____ R.P. _____ <i>(THIS SECTION FOR MnDOT OFFICE USE ONLY.)</i> | |
| ATTACH A SKETCH OF THE PROPOSED WORK AREA AND RELATION TO TRUNK HIGHWAY. SUBMIT TO DISTRICT PERMIT OFFICE OF MINNESOTA DEPARTMENT OF TRANSPORTATION. | | | |
| APPLICANT | TELEPHONE | ADDRESS (Street, City, State, Zip) | |
| PARTY PERFORMING WORK | TELEPHONE | ADDRESS (Street, City, State, Zip) | |
| LOCATION OF PROPOSED WORK (City/Township) _____ (County) _____ (Distance) _____ (N-S-E-W) _____ SPECIFIC ROAD INTERSECTION OR LANDMARK _____ Highway _____ in _____ Miles _____ of _____ | | | |
| WILL THIS FACILITY BE WITHIN TRIBAL LANDS? <input type="checkbox"/> Yes <input type="checkbox"/> No IF YES, WHICH ONE? _____ NATURE OF WORK _____ _____ | | | |
| SURFACE TO BE DISTURBED (Check Appropriate Boxes) <input type="checkbox"/> Roadway <input type="checkbox"/> Shoulder <input type="checkbox"/> Concrete <input type="checkbox"/> Bituminous <input type="checkbox"/> Gravel <input type="checkbox"/> Turf Only <input type="checkbox"/> Other (explain) _____ | | | |
| DEPTH OF EXCAVATION BELOW SURFACE | NUMBER & SIZE OF EXCAVATIONS | METHOD OF INSTALLATION/CONSTRUCTION | |
| WORK TO START ON OR AFTER | DATE WORK TO BE COMPLETED BY | IS TRAFFIC DETOUR NECESSARY? <input type="checkbox"/> Yes <input type="checkbox"/> No (IF YES, TRAFFIC CONTROL PLAN IS REQUIRED.) | |
| APPLICANT'S ACCEPTANCE, WAIVER AND INDEMNIFICATION <p>The undersigned applicant hereby agrees to comply with applicable statutes, rules, and the standard conditions and special provisions of this permit. The applicant understands and agrees that no work in connection with this application will be started until the application has been approved and the permit issued.</p> <p>The applicant is aware of circumstances or hazards that may arise while performing the work associated with this application that could result in injury, loss, damage or death, and the applicant assumes the risk of such circumstances, dangers and hazards, whether reasonably foreseeable or not.</p> <p>The applicant also understands that this permit may also be subject to the approval of local road authorities having joint supervision over said street or highway, and may be subject to applicant's compliance with the rules and regulations of the Minnesota Environmental Quality Board and/or any other affected governmental agencies.</p> <p>The undersigned applicant expressly agrees that except for negligent acts of the State, its agents and employees, the applicant or his/her agents or contractor shall assume all liability for, and save the State, its agents and employees, harmless from any and all claims for damages, actions or causes of action arising out of the work to be done in connection with this application and permit.</p> | | | |
| NAME AND TITLE | | EMAIL ADDRESS | |
| DATE | | SIGNATURE | |
| DO NOT WRITE BELOW THIS LINE | | | |
| PERMIT NOT VALID UNLESS BEARING AUTHORIZED MnDOT SIGNATURE AND PERMIT NUMBER | | | |
| AUTHORIZATION OF PERMIT <p>It is expressly understood that this permit is conditioned upon restoration of the trunk highway right-of-way to its original condition or to a satisfactory condition. In consideration of the applicant's agreement to comply in all respects with the applicable laws and the conditions of the Commissioner of Transportation pertaining to this permit, permission is hereby granted for the work to be performed as described in the above application, said work to be performed in accordance with the following standard conditions and special provisions:</p> <p style="text-align: center;">SEE ATTACHED STANDARD CONDITIONS AND SPECIAL PROVISIONS</p> | | | |
| _____ Date All Work To Be Completed By | | _____ Authorized MnDOT Signature | |
| _____ Date of Authorized Signature | | | |
| DISTRIBUTION Original to Area Maintenance Engineer Applicant Subarea Supervisor Roadway Regulations Supervisor | DEPOSIT REQUIREMENTS <input type="checkbox"/> No Deposit Required <input type="checkbox"/> Deposit Required in the Amount of \$ _____ Date Deposit Received _____ <i>Deposit to be returned upon satisfactory completion of all work</i> | DEPOSIT TYPE Cashier's Check # _____ Certified Check # _____ Money Order # _____ Bond # _____ | |
| DATE WORK COMPLETED _____ <i>(The date when the work is completed must be reported to the MnDOT District Permits Office)</i> | | | |

STANDARD CONDITIONS OF MISCELLANEOUS WORK PERMIT

1. The permit holder must comply with all applicable laws and regulations, including Worker's Compensation laws.
2. If work to be done lies within a city or platted town, permission must also be obtained from such city or town.
3. Any permanent signs or permanent traffic barriers (including crash cushions) installed on the State Highway system must be deemed crashworthy under the American Association of State Highway and Transportation Officials (AASHTO) "Manual for Assessing Safety Hardware, 2016 (MASH-16)". Where work on or near the traveled roadway is necessary, proper traffic signs, channelizing devices, warning lights, and barricades shall be erected to protect traffic, employees, and pedestrians. All temporary traffic control devices and methods shall conform to the Minnesota Field Manual on Temporary Traffic Control Zone Layouts, Minnesota Manual on Uniform Traffic Control Devices (MMUTCD), Minnesota Standard Signs and Markings Manual, and the appropriate provisions of Standard Specification 1710. All temporary traffic control devices shall be deemed crashworthy under the American Association of State Highway and Transportation Officials (AASHTO) "Manual for Assessing Safety Hardware, 2016 (MASH-16)" with exceptions as noted under MnDOT Technical Memorandum No. 19-03-T-01 Crashworthy Requirements for Temporary Traffic Control Devices. (See memo at: <http://dotapp7.dot.state.mn.us/edms/download?docId=2434220>)
4. Unless adequately protected by a traffic barrier, there shall be no work within the clear zone, nor shall pipe materials, equipment or other objects be stored within the clear zone. If temporary traffic barrier is used, it will be placed according to the "MnDOT Temporary Barrier Guidance Manual" (December 2018). (See website at: www.dot.state.mn.us/trafficeng/workzone/doc/Temporary%20Barrier%20Guidance%20Manual%20181129.pdf) Any temporary traffic barrier (including crash cushions) must be deemed crashworthy under MASH-16.
5. Any person acting as a Flagger for permitted work shall have attended a training session taught by a MnDOT Qualified Flagger Trainer within the twelve months immediately preceding the start date of all flagging activity. A Flagger shall receive a Flagger Qualification Card, signed by a MnDOT Qualified Flagger Trainer, upon successful completion of this training. During all flagging activity, a Flagger must carry a signed Flagger Qualification Card on that Flagger's person and be in possession of a current Minnesota Flagging Handbook. The Minnesota Flagging Handbook is available from MnDOT Qualified Flagger Trainers or from a MnDOT District Office.
6. Excavations must be cribbed when necessary, depending upon type of soil, in order to prevent cave-ins. All excavations, trenching and/or jacking and boring pits shall be shored or sloped in accordance with OSHA requirements.
7. No guys, stays, or any structures are to be attached to trees on trunk highway right of way.
8. No poles, anchors, anchor braces, or other construction shall be placed on the roadway shoulder or within the prescribed clear zone.
9. Installation of pipe under concrete or bituminous pavements shall be done by jacking or boring or other approved methods.
10. When open trenching or excavating in existing roadways, all subgrade, base, and surfacing materials shall be replaced with the same type, depth, and density of materials which were removed, unless approved by the Area Maintenance Engineer.
11. All work that involves trenching, backfill, or compaction must be done to MnDOT's Standard Specifications for Construction. Depending on the construction work to be performed, use of one or more of the following specifications may be needed: Excavation and Embankment 2105, Aggregate Base 2211, Aggregate Shouldering 2221, or Structural Excavation and Backfills 2451, Subgrade Preparation 2112.
12. Compaction methods must be approved in advance by the District Permit Office.
13. If pavement or roadway is damaged, same shall be restored to a condition as good as or better than the original condition.
14. All pavements shall be replaced in accordance with State specifications.
15. If settlement occurs or excavation caves in so that replaced materials settle (bituminous mat or concrete base), same shall be restored to a condition as good as or better than the original condition.
16. No lugs shall be used on equipment traversing the road which will damage the road surface.
17. No driving onto highway from ditch or driving on shoulders will be permitted where damage will occur.
18. No foreign material such as dirt, gravel, or bituminous material shall be deposited or left on the road during any construction activities.
19. Roadside shall be cleaned to original status upon completion of work.
20. Underground construction must be so constructed as not to harm or unnecessarily destroy the root growth of specimen trees.
21. Cutting and trimming of trees within the right of way and removal of resulting stumps require prior approval of the Area Maintenance Engineer or his authorized representative.
22. If MnDOT shall make any improvements or changes upon, over, under, or along the trunk highway, then and in every case the applicant herein named shall after notice from MnDOT proceed to alter, change, vacate, or remove from trunk highway right of way said works necessary to conform with said changes without cost whatsoever to the State of Minnesota.
23. After work on a project is completed, the permit holder must notify the Area Maintenance Engineer or his authorized representative that such work has been completed and is ready for final inspection and acceptance by MnDOT.

**MINNESOTA DEPARTMENT OF TRANSPORTATION
APPLICATION FOR MISCELLANEOUS WORK ON
TRUNK HIGHWAY RIGHT OF WAY**

 Document Management System # _____
 District _____ Permit # _____
 C.S. _____ T.H. _____
 R.P. _____
 (THIS SECTION FOR MnDOT OFFICE USE ONLY.)

**ATTACH A SKETCH OF THE PROPOSED WORK AREA AND RELATION TO TRUNK HIGHWAY.
SUBMIT TO DISTRICT PERMIT OFFICE OF MINNESOTA DEPARTMENT OF TRANSPORTATION.**

| | | |
|---|--|---|
| APPLICANT City of Grand Meadow | TELEPHONE 507-754-5280 | ADDRESS (Street, City, State, Zip) 112 Grand Ave East, Grand Meadow, MN 55936 |
| PARTY PERFORMING WORK City of Grand Meadow | TELEPHONE 507-754-5280 | ADDRESS (Street, City, State, Zip) 112 Grand Ave East, Grand Meadow, MN 55936 |
| LOCATION OF PROPOSED WORK (City/Township) (County) (Distance) (N-S-E-W) Highway 16 in Grand Meadow Mower 0.3 Miles East | SPECIFIC ROAD INTERSECTION OR LANDMARK 0.3 miles east & west of Th 16 & CSAH 8 of intersection | |

WILL THIS FACILITY BE WITHIN TRIBAL LANDS? ☐ Yes ☒ No **IF YES, WHICH ONE?**
NATURE OF WORK

Installation of Dynamic Speed Display adjacent to the 45 MPH speed limit signs on EB & WB TH 16 in Grand Meadow.

SURFACE TO BE DISTURBED (Check Appropriate Boxes)

☐ Roadway ☐ Shoulder ☐ Concrete ☐ Bituminous ☐ Gravel ☐ Turf Only
☐ Other (explain) _____

| | | |
|--|--|--|
| DEPTH OF EXCAVATION BELOW SURFACE | NUMBER & SIZE OF EXCAVATIONS | METHOD OF INSTALLATION/CONSTRUCTION Posts will be driven, no excavation required |
| WORK TO START ON OR AFTER 8/1/2016 | WORK TO BE COMPLETED BY 12/30/2016 | IS TRAFFIC DETOUR NECESSARY? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (IF YES, TRAFFIC CONTROL PLAN IS REQUIRED.) |

APPLICANT'S ACCEPTANCE, WAIVER AND INDEMNIFICATION

The undersigned applicant hereby agrees to comply with applicable statutes, rules, and the standard conditions and special provisions of this permit. The applicant understands and agrees that no work in connection with this application will be started until the application has been approved and the permit issued.

The applicant is aware of circumstances or hazards that may arise while performing the work associated with this application that could result in injury, loss, damage or death, and the applicant assumes the risk of such circumstances, dangers and hazards, whether reasonably foreseeable or not.

The applicant also understands that this permit may also be subject to the approval of local road authorities having joint supervision over said street or highway, and may be subject to applicant's compliance with the rules and regulations of the Minnesota Environmental Quality Board and/or any other affected governmental agencies.

The undersigned applicant expressly agrees that except for negligent acts of the State, its agents and employees, the applicant or his/her agents or contractor shall assume all liability for, and save the State, its agents and employees, harmless from any and all claims for damages, actions or causes of action arising out of the work to be done in connection with this application and permit.

| | |
|---------------------------------------|--|
| NAME AND TITLE Sandy Elliot | EMAIL ADDRESS cityofgm@hmtel.com |
| DATE 7/11/14 | SIGNATURE |

DO NOT WRITE BELOW THIS LINE
PERMIT NOT VALID UNLESS BEARING AUTHORIZED MnDOT SIGNATURE AND PERMIT NUMBER
AUTHORIZATION OF PERMIT

It is expressly understood that this permit is conditioned upon restoration of the trunk highway right-of-way to its original condition or to a satisfactory condition. In consideration of the applicant's agreement to comply in all respects with the applicable laws and the conditions of the Commissioner of Transportation pertaining to this permit, permission is hereby granted for the work to be performed as described in the above application, said work to be performed in accordance with the following standard conditions and special provisions:

SEE ATTACHED STANDARD CONDITIONS AND SPECIAL PROVISIONS

| | | | |
|---|---|-----------------------------------|-------------------------------------|
| Date All Work To Be Completed By | | Authorized MnDOT Signature | Date of Authorized Signature |
| DISTRIBUTION | DEPOSIT REQUIREMENTS | | DEPOSIT TYPE |
| Original to Area Maintenance Engineer | <input type="checkbox"/> No Deposit Required | Cashier's Check # _____ | |
| Applicant | <input type="checkbox"/> Deposit Required in the Amount of \$ _____ | Certified Check # _____ | |
| Subarea Supervisor | Date Deposit Received _____ | Money Order # _____ | |
| Roadway Regulations Supervisor | Deposit to be returned upon satisfactory completion of all work | Bond # _____ | |

DATE WORK COMPLETED

(The date when the work is completed must be reported to the MnDOT District Permits Office)



City of Grand Meadow

Grand Meadow, Minnesota 55936
Phone 507-754-5280 • Fax 507-754-7280

RESOLUTION #2016-0711

A RESOLUTION REQUESTING DYNAMIC SPEED DISPLAY SIGNS ON MN HIGHWAY 16

WHEREAS, new dynamic speed display signs require approval from the Minnesota Department of Transportation (MNDOT); and

WHEREAS, the City has identified the reduced speed along Highway 16 on both the east and west locations with high traffic speed; and

WHEREAS, the City wishes to inform users of their speed; and

WHEREAS, the City is formally requesting MNDOT approve the installation of the dynamic speed display signs on the eastbound and westbound Highway 16; and

WHEREAS, the City acknowledges if the requested signs are approved the City is responsible for purchasing, installation, and maintenance of sign system; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF GRAND MEADOW, MINNESOTA:

The City formally request the installation of dynamic speed display signs as listed above and acknowledges it is responsible for purchasing, installation, and maintenance of dynamic speed display signs.

ADOPTED by the City of Grand Meadow this 11th day of July, 2016

J. Blomgren
Mayor

Filed and attested this 11th day of July, 2016

Sandy Elliott
City Clerk

MAYOR- Jim Blomgren
CLERK-TREASURER- Sandy Elliott

COUNCILMEN- Sandy Fenton
Tony Warmka

Tory Paul
Dennis Berge



Google earth

feet 10
meters 4





Google earth

feet 10
meters 4

