

Study Session Meeting Minutes –November 28, 2016
Ivan “Ike” Ackerman Council Chambers

A Study Session Meeting of the Waverly City Council was held on November 28, 2016 at 7:00 P. M. at City Hall. Mayor Infelt presided and the following Council Members were present: Waldstein, McKenzie, Sherer and Kangas. Absent: Reznicek, Lampe and Gade.

- A. Meeting was called to order by Mayor Infelt.
- B. Moved by Waldstein, seconded by Sherer to approve agenda as presented.
Motion passed. Yes: 4 No: 0 Absent: 3
- C. Moved by McKenzie, seconded by Waldstein to approve the November 7, 2016 regular meeting minutes as presented.
Motion passed. Yes: 4 No: 0 Absent: 3
- D. Public Comments on Items Not on the Agenda
 - There were none.
- E. Study Session Calendar.
 - 1. Review the Water Pollution Control Facility Nutrient Reduction Feasibility Report
 - Bill Angerman, Director of Waste Water Treatment, and Kevin Graves, Project Manager, both of WHKS & Co. out of the Rochester, Minnesota office branch, reviewed a draft of the Waverly Nutrient Reduction Strategy for the Water Pollution Control Facility. The Iowa Department of Natural Resources (IDNR) is requiring all communities with a “major” wastewater facility (wastewater greater than 1.0 million gallons per day) to comply with its Iowa Nutrient Reduction Strategy. The City of Waverly’s wastewater facility is considered a ‘major’ facility. Two primary long-term recommendations were made during the August 26, 2013 City Council meeting. The first recommendation was to prepare to replace the existing trickling filters within 5 – 7 years (2018 – 2020). The second recommendation was to develop a more detailed evaluation of conversion to a suspended growth treatment process within two (2) years of receiving a new Nation Pollutant Discharge Elimination System (NPDES) permit. Based on these requirements, the City is prepared to submit a detailed report to the IDNR evaluating the WPCF’s ability to remove nitrogen and phosphorus. The report lists potential changes to be made in order to meet the proposed effluent limits of 10mg/L total nitrogen and 1 mg/L total phosphorus. The report will need to be submitted to the IDNR by the end of December, 2016. The evaluation of conversion to a suspended growth treatment process, as recommended in 2013, is included in the nutrient reduction report. The report also includes all of the scope items from the Nutrient Reduction Requirements including a tentative schedule for achieving nutrient removal at the WPCF. Based on initial testing, it is expected that a significant improvement at the WPCF is required to meet the Iowa Nutrient Reduction Strategy (likely the conversion to a suspended growth treatment process). The schedule for these improvements is to complete design by fall of 2020 and to complete construction by end of 2022. The WHKS team presented three capital cost alternatives. Alternative No. 1 is estimated to cost \$9,301,000 and would include conversion to an EBNR A₂O Process with Aeration Basins (EBNR: Enhanced Biological Nutrient Removal and A₂O: Anaerobic/Anoxic/Oxygen). Alternative No. 2 is estimated to cost \$9,343,000 and would include conversion to an EBNR A₂O process with oxidation ditches. Alternative No. 3 is estimated to cost \$11,399,000 and would include a fixed film treatment system with a denitrification unit. WHKS is recommending that the City go with Alternative No. 2 due to having a consistent waste stream in the City. With Alternates 1 and 2 being

similar, number 2 is more cost effective because it is more energy efficient which in turn would save the City approximately \$92,000 to \$100,000 per year just in power costs. The current system was originally constructed in 1978 with a major capacity upgrade in 1995. Other recent facility updates include: in 2008 the UV disinfection system was added and in 2012 final clarifier improvements were made. A collection system/WPCF facilities plan was conducted in 2010 followed by the trickling filter assessment in 2013 and finally, the NPDES permit was renewed by the IDNR in 2015.

- Council discussion followed. WHKS representatives informed Council the odor and noise levels should not be any worse than they are currently. The lifecycle of the proposed unit would be expected to extend to 2036 and beyond. There would be an expected change in classification for the Wastewater Operator. The process is anticipated to begin in 2018 with working on preliminary design and final design in 2019 and 2020. The construction process is projected to begin in 2022.

2. Review the Proposed Scheduling of Capital Improvement Projects and Timeline

- City Administrator James Bronner reviewed capital improvement project priorities based on feedback received from Council and the Public. There are nine projects determined as priorities. The nine projects would include: 1st Street SE Water Main Extension, 20th Street NW Reconstruction, 3rd Street SE Bridge Repairs, Pedestrian Ramp Construction (District 7), Sidewalk Repairs (District 7), Bituminous Seal Coating (District 6), and IDOT's IA 3 / Bremer Avenue Reconstruction. City Engineer / Public Works Director Mike Cherry briefly reviewed some of the details for each of the nine projects. At the time of entering into engineering services, it would also be prudent to enter into appraisal and land acquisition services agreements. Without property acquisitions, these projects will not become reality. To meet timelines previously discussed some of the projects will need to have design work initiated with entering into contracts for engineering services and appraisal services. The contracts will need to be entered into before completing the budget process in March in order to meet deadlines. Funding sources for the listed projects were also discussed. A tentative plan for funding of these projects would be: L.O.S.S.T. dollars providing for one-half or more of the Cedar River Parkway Extension and T.I.F. or G.O. Bonds tentatively providing for the second one-half of funding, it has already been established within the budget that the Cedar Lane Reconstruction project will be funded through L.O.S.S.T. dollars; the downtown water main project will tentatively be funded through water fees and/or G.O. Bonds; 20th Street NW Reconstruction funding would be from G.O. Bonds and possibly railroad dollars; the 3rd Street SE Bridge, Pedestrian Ramps, and the Citywide Sidewalk projects will be financed through G.O. Bonds (grants for the bridge will also be looked into); Bituminous Seal Coating project will be funded through Road Use Tax Funds; and the Bremer Avenue Reconstruction project will be funded through State Revolving Funds, water funds, G.O. Bonds, and T.I.F. Other funding sources will be looked into such as: infrastructure funds available through federal funding and other funding of this type since funding through G.O. Bonds does have the most impact on property taxes.

3. Review Waverly's On-Street Parking Width Requirements

- This agenda item came about due to a citizen complaint and there has been past Council discussion on this topic. In 1997, the City of Waverly adopted new municipal design standards that closely reflected federal and state criteria that were being widely used by local agencies. Standardized design criteria lowers design, construction and maintenance costs for the developer and the City, and promotes continuity and public safety. Waverly's required street widths still reflect the considerations and decisions

made by the City Council in 1997 and it is still utilized by federal and state agencies to size local roadways. It was determined that the City wanted to accommodate one on-street parking space per residential unit. The City made a decision to have certain requirements for how wide the travel lane is, how wide the parking lane is, and how wide the curb and gutter section is. Rolling Meadows had smaller lots (60 feet wide) and the roads were constructed at 37 feet wide which became our City standard for residential streets. Collector streets are also constructed at 37 feet wide; however, those remain with parking only on one side. In residential neighborhoods with 29 foot streets, parking is restricted to one side. Snow removal was also factored in when determining the width of streets. You can lose 2 to 3 feet of the gutter depending on how much snow there is in any given winter. Older parts of the community don't quite fit the standards adopted in 1997. There might be a 35 foot street that functions as a collector street with parking on both sides. West Bremer Avenue just west of Pizza Ranch where the street narrows is an example of a narrower street, but remains with parking on both sides. Traffic patterns indicate more passenger vehicles rather than larger trucks at this location. In the winter time, when snow encroaches into the gutter section, this can cause some clearance issues with travel lanes.

- Council discussion followed on whether or not there should be review of sections within the City for one side on-street parking vs. two. It was the consensus of the Council that it is not preferable to take action on requests made from only one citizen since it could impact many. This topic has been brought up by Council at a previous time. The number of accidents happening at the location, just west of Pizza Ranch is unknown at this time. Staff will discuss this more and determine if this should come back to Council.

4. Discussion of Placement of Garbage and Recycling Containers When Not Being Staged for Pick Up

- The cause of this item is due to a citizen complaint stemming from multiple containers being left out in different areas of the City. There is currently an ordinance in place as to what time is appropriate to have the container at the curb. This person would like to see the containers hidden from sight other than for pick up which is difficult for citizens who do not have a garage or other means of hiding their container. Enforcement questions arose from this as far as how does it get enforced and who would enforce it. The complainant did make a suggestion to add the words to the end of the current ordinance of, "at all other times the container shall be so located as to be out of public view in a secure place in so far as possible". There were no clear ideas of who determines what is possible, what is secure, and etc. It was the consensus of the Council that it is not preferable to take action on requests made from only one citizen since it could impact many. City Attorney / Community Development Director Bill Wegerer added that this type of municipal infraction is difficult. People don't always know what is against the law. Staff has identified other locations where there might be multiple units where they are having problems and staff is working with the residents on this. It was determined that an ordinance change would not be pursued any further with agenda items.

F. Reports from Boards and Commissions

1. Leisure Services Commission Minutes; November 17, 2016; Received into record.

G. Staff Comments

- There were none.

H. City Council Comments

- Councilmember Sherer noted that Christmas at Wartburg is this weekend (December 1 and 2).
- Councilmember McKenzie noted concerns regarding Council attendance and added the possible need to re-visit two vs. three meetings per month. Further comments from co-councilmembers regarding the topic were heard with agreement for attendance concerns.

I. Mayor's Comments

- There were none.

J. Moved by Kangas, seconded by McKenzie to adjourn. Motion passed and Council meeting adjourned at 8:56 P.M. **Yes: 4 No: 0 Absent: 3**

Timothy C. Kangas, Mayor Pro-Tem

ATTEST:

Carla Guyer, City Clerk