



Office of Jim Grafton
City Administrator ▪ Public Works Director

Date: 6-18-18

Re: Public Works Meeting

Attendance: Larry York, Rick Lohse, Tony Trulson, Jim Grafton

Location: City Hall 121 11th Street

Chairman York called the meeting to order at 5:45 pm and noted a quorum was present for two agenda items.

The first topic of discussion related to relief of a water bill at the address of 1203 11th Street. The resident is requesting assistance on the home of his deceased parents. Apparently a toilet was running for several weeks in the vacant home therefore resulting in a higher than normal bill. Typically the water and sewer was a minimum bill amount and for the past quarter it jumped from \$118 to \$503. The portion of the bill associated with the water use was an increase of \$162. Resident is seeking financial assistance and committee was in agreement to provide relief in the water portion of \$162. This is the first time the person has requested relief. The item would be placed on the June 19th COW agenda for discussion.

The next topic of discussion was a request from Public Works for the purchase of a new hammer used on the loader hoe. Jim explained that this pneumatic hammer is used often for sidewalk replacement, street patching and for water main breaks. This would be a replacement hammer; the one in use although it still functions, it leaks and loses efficiency. Jim said that he has about \$18,897 in his major equipment R&M budget. He would also split the cost with Water and Sewer budget as he uses the hammer in those departments as well (\$3,933 from each department). Committee was in agreement with the recommendation and the item would be placed on the June 19th COW agenda.

There were no other agenda items and the meeting was adjourned at 5:55pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Grafton".