

PUBLIC WORKS COMMITTEE REPORT
May 11, 2011 1:50 PM
City Council Chambers

Members Present: Jason Wiener (chair), Ed Childers, Dick Haines, Lyn Hellegaard, Renee Mitchell, Dave Strohmaier, Pam Walzer, Cynthia Wolken

Members Absent: Bob Jaffe, Marilyn Marler, Jon Wilkins

Others Present: Jack Stucky, Dan Jordan, Eric Andersen, Don Verrue, Monte Sipe, Sherry Kenyon, Jolene Ellerton, Christy Weigand, Christina Clark, Mike Livingston

I. ADMINISTRATIVE BUSINESS

- A. Approval of the minutes of –05/04/2011 Approved as submitted
- B. Announcements – None
- C. Public Comment on Non-Agenda items – None

II. CONSENT AGENDA ITEMS

1. Award the bid for Project 11-006, Trail Street – Curtis to Cul-de-sac Mill and Overlay to Knife River, for a total contract award of \$27,648.00 and authorize return of bid bonds. (memo) – Regular Agenda (Doug Harby) (Referred to committee 05/09/11) (REMOVE FROM AGENDA)

Recommended Motion: The committee recommends the City Council award the bid for Project 11-006, Trail Street – Curtis to Cul-de-sac Mill and Overlay to Knife River, for a total contract award of \$27,648.00 and authorize return of bid bonds.

Monte Sipe, Project Coordinator, said this is a section of the Milwaukee Trail project. Due to the winter damage this year the Street Division was unable to fit this into their schedule therefore the Public Works Department solicited bids for this work to expedite the paving. The funding will come from the Gas Tax Budget. Public Works is recommending awarding the bid to the lowest bidder, Knife River for \$27,648.00.

Ed Childers made the motion to recommend the City Council award the bid for Project 11-006, Trail Street - Curtis to Cul-de-sac, to Knife River for \$27,648.00 and authorize return of bid bonds.

The motion passed unanimously.

2. Review bids for annual street maintenance traffic marking paint, award bids to lowest responsible bidder and authorize return of bid bonds. (memo) – Regular Agenda (Wayne Gravatt) (Referred to committee 05/09/11) (REMOVE FROM AGENDA)

Motion: The committee recommends the City Council award the bid for Project 11-003 (1) Traffic Marking Paint to Franklin Paint Co., Inc. for 1,750 gallons of yellow traffic marking paint at \$10.15/gallon to total \$17,762.50 and 1,250 gallons of white traffic marking paint at \$9.97/gallon to total \$12,462.50 for a contract award of \$30,225.00, and authorized the return of bid bonds.

Monte Sipe, Project Coordinator, said this is the annual materials bid for traffic marking paint. Public Works is recommending awarding the bid to the lowest bidder, Franklin Paint Company, Inc. for \$30,225.00.

Dave Strohmaier asked how the green paint on North Higgins would be paid for.

Monte Sipe said it should be under warranty and when the warranty expires the maintenance provisions would then come under Traffic Services and it would be purchased by them.

Pam Walzer made the motion to recommend the City Council award the bid for Project 11-003, Traffic Marking paint to Franklin Paint Co., Inc. for \$30,225.00 and authorize the return of bid bonds.

The motion passed unanimously.

3. Consider revisions to Missoula Municipal Code (MMC) 13.06 Industrial Wastewater, Missoula Municipal Code (MMC) 13.18 Wastewater Haulers, and a resolution revising the sewer use fee structure and increasing sanitary sewer rate. ([memo](#))—Regular Agenda (Sherri Kenyon) (Referred to committee: 05/09/11) **[REMOVE FROM AGENDA]**

Motions:

1. **The committee recommends the City Council to set a Public Hearing for June 6, 2011 to consider an Ordinance amending MMC 13.06 Industrial Wastewater.**
2. **The committee recommends the City Council to set a Public Hearing for June 6, 2011 to consider an Ordinance amending MMC 13.18 Wastewater Haulers.**
3. **Adopt a Resolution for new discharge fees related to Hauled Waste.**

Sherri Kenyon, Pretreatment/Lab Supervisor, proposed two revisions of Missoula Municipal Code (MMC) 13.06 and 13.18. and new discharge fees related to Hauled Waste. The Environmental Protection Agency (EPA) required our Municipal Code be revised, specifically the local limits on wastewater discharges and inclusion of streamlining changes. The most efficient way to comply with this requirement was to strike the entire two sections and, using EPA's model as a framework, rewrite the Municipal Codes. The fee structure was originally in the Hauled Waste ordinance, it is proposed to move the fees from the code and add them to the sewer rate fee resolution; and to change the fee structure to a per gallon fee so the charges would be in line with the varying truck volumes. A new \$150.00 annual permit fee was added because the infrastructure cost was not included in the \$.04 per gallon charge. There are currently eight septic haulers.

Jason Wiener asked how the new versions of the ordinances would change or interact with business practices or residential activities.

Sherri Kenyon replied that the pretreatment program requirements, i.e. grease interceptor or other means of treating grease waste for food service establishments has remained the same as it was in the previous code. A section was added called the Sector Control Program. This would allow pretreatment requirements to be established for commercial groups or sectors such as a dentist office with discharges that contain mercury amalgam, automotive sectors, photo finishing sectors with discharges containing silver, etc. Those programs have no permit fees but this would allow the ability for them to have pretreatment and/or reporting requirements. The Criminal and Civil Penalties still need to be updated to meet State law.

Jason Wiener said on May 23, 2011 the Council could set a Public Hearing for June 6, 2011. The updated language would need to be completed by Friday May 13, 2011 at noon. This motion could be brought to the floor with the understanding there would be some amendments to the version that appears on the Council Agenda Monday.

Dave Strohmaier said with the understanding there would be some additional changes made to the versions of the drafts presented today, made the motion to have the Council set a Public Hearing on June 6, 2011 to consider Ordinances to amend Missoula Municipal Codes 13.06 and 13.18.

Pam Walzer asked if the fees would be the only changes, and Sherry Kenyon said yes.

The motion was passed unanimously.

Jason Wiener asked that the draft presented to the committee today and the proposed Public Hearing draft be given to the Council so they could compare the changes that were made.

III. REGULAR AGENDA ITEMS

1. Approve the proposed upgrade from our current Permits Plus and Asset Management Systems to the web based Automation application. ([memo](#))—Regular Agenda (Dan Jordan) (Referred to committee 05/09/11) (HELD IN COMMITTEE) (DISCUSSION ONLY-NO ACTION TAKEN)

Dan Jordan, GIS Manager, said this proposed Automation Project will upgrade our current Permits Plus and Asset Management Systems to the web based Automation application. This would make the process for applying for permits and licenses easier for contractors and citizens as well as streamline our review and inspection processes. Per the committee's request from last week's meeting, Accela representatives gave a demonstration of the Automation product and answered questions. Dan requested his portion of the presentation be referred to next week's meeting.

Christine Clark, Accela Account Representative, gave an introduction for an overview to the citizen access of Accela Automation. It provides 24/7 service to customers, contractors and constituents so they can do business on line. Automation has been in use for approximately ten years and there are one hundred twenty five customers. They have been a provider with Missoula for ten years. Accela would interface with the City's programs to provide a system to serve the public, staff and mobile workers.

Mike Livingston, Accela Senior Solution Consultant, said this application would fit into the City's current web infrastructure. It will provide convenience for the building community, building professionals, contractors and developers. Accounts could be set up with the City, and then they would be able to transact business in terms of purchasing and paying for permits and have access to a variety of information. He did a presentation of the software to show how a contractor could utilize the system. Contractors can log on with their username and password and apply for permits, review the status of permits and schedule inspections. He showed examples of the types of information available and said this information could be downloaded for the contractor's convenience. This application includes a mapping component that allows the contractor to locate properties and get specific information about the property and all permits issued and pending. Examples of some of the information available for contractors would be fee information, inspection details, application processing status, purchasing permits and scheduling inspections; the contractor can be notified if the inspection passed or failed by text messaging or email and the program will list types of permits available to the contractor based on their professional licenses. Permits can be issued and printed out. This is also available on mobile devices.

Jason Wiener asked them to show how the business logic works and how involved this is for City staff to make the software match the processes as it works here.

Christine Clark said for inspections there are calendars set up to match the inspector's availability; if the first date is not available the system will show the next available date.

Mike Livingston gave examples showing details, how the interface allows new types of permits to be added, new reporting structures, instructions, etc. Fee schedules can also be adjusted without writing new code.

Renee Mitchell asked if there was a time frame the committee would have to commit to this. Dan Jordan said they would like to have this done by the end of June. She said she had too many questions to ask and she wants to see what the strong points of the current system are and to see

where we need to improve. She wanted this to be tabled, and she is not prepared to vote on anything today.

Jason Wiener said there is no contract to approve so no action will be taken today. He also wants to know how the current system compares to the new proposed system.

Dick Haines made the motion to table the discussion.

The motion failed on a voice vote.

Dan Jordan said he was not asking for a motion, the committee requested this demo presentation. He has a much more detailed presentation for next week that would answer a lot of the questions.

Lyn Hellegaard asked what other users of this system have realized in savings either in staff reduction, paperwork reduction, etc. She would like to see staff show how they can cash flow with what they already have in their budgets versus trying to come up with new money.

Pam Walzer asked if elected officials could also utilize this new system to see what was going on in their district.

Dick Haines asked if Accela was in use in any cities in the state; he requested a list of all the state departments that are using this system.

Dan Jordan said Accela representatives would be available for a webinar.

Jason Wiener suggested cataloging questions to be answered as they got closer to making a decision. The question for the committee is if they want to invest in increasing the functionality of the City's services.

IV. HELD AND ONGOING AGENDA ITEMS

1. Discussion on the sizes of grease interceptors for the restaurant industry ([Grease Interceptor PowerPoint](#)) ([memo](#)).—Regular Agenda (Stacy Rye and Bob Jaffe) (Referred to committee: 04/21/08)
2. Review infrastructure conditions at the locations of serious and fatal traffic accidents: 2007-2009 ([memo](#)).—Regular Agenda (Jason Wiener) (Referred to committee: 01/25/10)
3. T4 America partner support ([memo](#)) – Regular Agenda (Stacy Rye) (Referred to committee: (Referred to committee: 08/16/10)
4. Presentation from Public Works staff regarding proposed process for finding contractors and awarding bids for reconstruction of Russell Street. ([memo](#))—Regular Agenda (Bob Jaffe) (Referred to committee: 11/15/2010)
5. Resolution to change the speed limit on Reserve Street between Brooks and 39th Street. ([memo](#))—Regular Agenda (Wayne Gravatt) (Referred to committee: 01/24/11)
6. Confirm the reappointments of Carol Williams and Theresa Cox to the Missoula Parking Commission for a term commencing May 1, 2011 and ending April 30, 2015.
7. Consider an ordinance and emergency ordinance of the Missoula City Council amending Missoula Municipal Code Chapter 3.18 entitled Sewer Connection Expense Relief Loan Program. ([memo](#))—Regular Agenda (Kevin Slovarp) (Referred to committee: 04/18/11)
8. Approve the installation of an indoor shooting range at 1010 North Avenue per MMC 9-62.040. ([memo](#))—Regular Agenda (Doug Harby) (Referred to committee: 04/18/11).
9. Consider an ordinance revising provisions of Title 10 of Missoula Municipal Code related to parking. ([memo](#)) – Regular Agenda (Jason Wiener) (Referred to committee: 05/02/11)
10. Update from the Parking Commission. ([memo](#)) ([Parking Fines](#)) ([Policy Review](#)) ([Ltr: Iowa](#)) ([Ltr: Hensley](#)) ([Draft Parking Ordinance](#))—Regular Agenda (Bob Jaffe) (Referred to committee: 03/07/11)

III. ADJOURNMENT

The meeting adjourned at 2:45 PM

Respectfully Submitted,
Peggy Diamond, Program Specialist
City Public Works Department