

AGENDA
CITY OF CENTRALIA, MISSOURI
Board of Aldermen
Public Works and Public Utilities Committee

Monday, October 7, 2013

7:00 p.m.

City Hall Council Chambers

- I. ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. COMMENTS FROM CITIZENS
- IV. PUBLIC WORKS
 - A. Activity Report
 - B. Streets
 - 1. Excavation Permits
 - C. Sanitation
 - D. Stormsewer
 - E. Other
 - 1. Roof Repairs
- V. ELECTRIC DEPARTMENT
 - A. Activity Report
 - B. Pad Mount Transformer Purchase
 - C. Other
- VI. WATER AND SEWER DEPARTMENT
 - A. Activity Report
 - B. Requirements for Master Shut-offs
 - C. Backhoe Disposition
 - D. Engineering RFP - Supervised Program for Water Line Construction
 - E. Other
- VII. OTHER
- VIII. AS MAY ARISE
- IX. ADJOURN

STREET and SANITATION DEPARTMENT

Activity Report for September 2013

- Daily trash collection
- We had one double trash route this month
- Weekly cardboard and bi-weekly curbside recycling routes
- Assembled and delivered 3 trash carts to city residents
- Hauled off 6 loads of plastic to Ryan Ent. in Millersburg
- Made and installed grate on pipe on Wright ct
- Mowed ditches around town and at the landfill
- Did lots of locates
- Spent 4 days hauling off debris pile at the landfill to pond north of town
- Replaced faded crosswalk sign on Allen st.
- Hauled off 2 loads of recycling to Civic Recycling in Columbia
- Called out to move several large tree limbs that were blocking streets caused by a storm
- Spent 1 day hauling off tree limbs around town from storm damage
- Put up new stop sign and post at Allen and Alco that got knocked down
- Worked on drainage around town
- Piled brush at the drop site several times
- Took out loaner dumpsters several times this month
- Put up speed limit sign on Remington Drive
- Put up bike lane sign on Jefferson that got knocked down from tree falling during storm
- Bladed Ivy, Campbell, Columbia, Randolph, and tear drop at the park
- Cleaned up the shop
- Swept streets
- Switzler Street Project:
 - had Allied Coring and Cutting cut off 5 boxes and cut 2 holes
 - went to BECO in Fulton and picked up the concrete pipe
 - dug and set 25' of 12" plastic pipe
 - dug and set 10 sections of 15" concrete pipe
 - dug and set 4 sections of 12" concrete pipe
 - dug and set 4 sections of 18" concrete pipe
 - dug and set 12' of 15" plastic pipe
 - dug and set 28' of 24" plastic pipe, 24"x18" reducer, 1-18" tee, 2-18" elbows and 15' of 18" plastic pipe
 - dug out and poured floors for 5 inlets
 - built and set forms for 5 inlets and poured concrete
 - helped water dept. lower water main for storm sewer
 - stripped forms, poured floors inside of the boxes and backfilled and cleaned up

BILL NO. _____

ORDINANCE NO. _____

A BILL TO CREATE AN ORDINANCE ENTITLED:

“AN ORDINANCE AMENDING CENTRALIA CITY CODE SECTION 30-12 AND SECTION 30-13 AND ENACTING NEW CENTRALIA CITY CODE SECTIONS 30-13.1, 30-13.2 AND 30-13.3 PERTAINING TO EXCAVATIONS IN PUBLIC RIGHTS-OF-WAY AND ESTABLISHING A REQUIREMENT FOR A PERMIT FOR SUCH EXCAVATIONS.”

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF CENTRALIA, MISSOURI, as follows:

SECTION 1. Section 30-12 of the Centralia City Code is hereby changed, altered and amended to read as follows:

SECTION 30-12. PROTECTION AROUND EXCAVATIONS.

Every person and contractor making an excavation in any street, alley or public place, or on any private premises adjacent to any alley, street or public place and not separated by a substantial fence or structure, shall guard and protect the same by barriers. Every person or contractor digging or causing any such excavation to be dug and every person who shall occupy or cause to be occupied any portion of any public street, alley, or highway with building materials or any obstruction permitted by law or ordinance shall cause sufficient warning lights to be securely and conspicuously posted on or near such excavation, building materials or obstructions as will notify travelers of the existence of the same, and shall keep such lights burning during the entire night..

SECTION 2. Section 30-13 of the Centralia City Code is hereby changed, altered and amended to read as follows:

SECTION 30-13. REMOVAL OF EXCAVATED MATERIALS AND GENERAL REQUIREMENTS.

Any person who shall excavate in the paved portion of any public street, roadway, alley or sidewalk pursuant to a permit obtained from the City Administrator or a designated representative, as provided for in this chapter, shall remove all materials excavated and shall dispose of the same as soon as possible and prior to placing any backfill material into such excavations. Excavated materials shall be placed where they will cause the least possible inconvenience to the public. The width of excavation shall be no greater than necessary for doing the work.

SECTION 3. Sections 30-13.1, 30-13.2, and 30-13.3 of the Centralia City Code are hereby enacted, to read as follows:

1.

SECTION 30-13.1. BACKFILLING OF EXCAVATED AREA.

A. *Paved streets.* Any person who shall excavate in the paved portion of any public street, roadway, alley or sidewalk shall backfill such excavation with a fine stone aggregate material conforming to the following gradation: not more than fifteen (15) percent of the aggregate material shall be of organic material; not more than ten (10) percent of the aggregate shall be retained on a one-inch square mesh screen, and not less than twenty (20) percent of the aggregate shall pass a fourteen mesh screen. Backfill material shall be placed in horizontal

layers no greater in final thickness than six (6) inches and shall be compacted by mechanical tamping or vibration.

- B. *Unpaved streets.* Any person who shall excavate in any unpaved portion of any public street, roadway, alley or sidewalk shall backfill such excavations as is provided for backfilling excavations in paved public streets, alley, and sidewalks or, upon the approval of the City Administrator or a designated representative, the material removed from such excavation may be used for backfill, provided such material is placed in the excavation in lifts not exceeding six (6) inches and each lift being mechanically compacted to a relative density of ninety-five (95) percent, such backfill shall be inspected by the City Administrator or a designated representative to determine whether the requirements of this section have been fulfilled.
- C. *Parkways and grass areas.* Excavations in parkways, outside of the paved area of streets or walks, may be backfilled with earth, and all grass areas shall be returned to their original condition.
- D. All backfill shall be in accordance with the City of Centralia's "Specifications for Excavation Work", which shall be available from the City upon request.

2.

SECTION 30-13.2. RESURFACING PAVED STREETS AND OTHER PUBLIC WAYS AFTER EXCAVATION OF SUCH PUBLIC WAYS.

Any person who shall excavate in the paved portion of any public street, roadway, alley or sidewalk shall obtain the approval of the City Administrator or a designated representative, that the backfill meets the requirements of this article, and shall then resurface such excavation in a manner and with material similar to that which was removed. Such resurfacing shall be subject to the inspection and approval of the City Administrator or a designated representative. Such resurfacing may be performed by the excavator or his contractor; or, at the request of such excavator, such resurfacing may be performed by the Street Department at the cost of such excavator.

3.

SECTION 30-13.3. PERMITS FOR EXCAVATIONS AND REQUIREMENTS FOR ISSUANCE.

- A. Except as provided below, no person shall make or cause to be made within the City any excavation in any public street, place, walkway, right-of-way or easement unless and until written permit for such excavation has been obtained from the City Administrator or a designated representative in accordance with the provisions of this article. No exception to the requirements shall be permitted except:
 - (1) Public work done by authority of the Missouri State Highways and Transportation Commission, or by authority of the Board of Aldermen, and
 - (2) Emergency work done under the provisions of Section 30-13.3(H).
- B. Application for an excavation permit shall be made in writing to the City Administrator. The application shall contain such information as the City Administrator may require regarding the purpose, location and size of the proposed excavation and the approximate time when the work thereon will be commenced and completed. A separate permit shall be required for each excavation and a fee of [twenty dollars (\$20.00)] shall be paid by the applicant to the City for each such permit issued.
- C. Franchise utility services making several excavations as a part of a larger project shall have

the option, with the permission of the City Administrator or a designated representative, to apply for a general permit for the entire project for a fee of [twenty dollars (\$20.00)]. Application for such a general permit shall include a set of plans, site plans, and specifications as used by the utility's employees or contractors for said project. Franchise utility services having occasion to make frequent excavations in any public place, street, walkway, right-of-way or easement, shall not be required to pay the permit fee each time an application is made therefore, but may be billed on a monthly basis for such fees and costs.

- D. Every applicant for an excavation permit shall register with the City Administrator [City Clerk?] proof that the applicant is maintaining liability insurance in the sum of three hundred thousand dollars (\$300,000.00) covering liability for death, bodily injury and property damage attributable to the excavation or resurfacing work done under a City permit or in consequence of any neglect in safe-guarding such work. Such liability insurance shall be in such form as to hold harmless and indemnify the City from all claims and damages arising from any cause of action for such excavation and resurfacing work and activities incident thereto. The insurance policy shall list the City as an additional named insured, shall be carried with an insurance company which has been licensed or permitted to carry on such business in the State of Missouri, and shall be kept and maintained continuously in force and effect so long as the excavation and resurfacing work shall be in process. Before issuance of the excavation permit, the applicant shall furnish the City with a certificate of the insurer that the policy is in full force and effect and that the policy will not be altered, amended, or terminated without notice having been given to the City prior thereto. The proof of insurance required for issuance of a plumber's license pursuant to Section 23-65 shall be deemed to satisfy the requirements of this subsection.
- E. In lieu of the insurance as provided above, the applicant may deposit a surety bond satisfactory to the City Administrator in the sum of three hundred thousand dollars (\$300,000.00), conditioned that the applicant will pay any judgment recovered by any person by reason of death, bodily injury or property damage attributable to the excavation or resurfacing work done under a City permit or in consequence of any neglect in safeguarding such work; Such bond shall be in such form as to hold harmless the City from all claims and damage arising from any cause of action for such excavation and restoration work and activities incident thereto.
- F. If the insurance policy provided for in this section lapses and is not immediately renewed, or any bond terminates in any manner whatsoever and a substitute in lieu thereof is not deposited, the permit for the excavation is hereby revoked.

[required a cash bond?]

- G. When the resurfacing work referred to in Section 30-13.2 is done by the person making, or causing to be made, the excavation, the street surfacing so replaced shall, for a period of one (1) year following the date of restoration, be the responsibility of the excavator, who shall bear all costs of maintenance on the repaved portion for such time. Failure to comply with the requirements of this section shall constitute a violation thereof, and the City may, in addition to prosecution for violation, properly maintain or repair nay unsatisfactory replacement of street surface and charge the excavator for the cost and labor of such work, and no further excavation permits shall be issued by the City to any person who has not corrected any deficiencies or paid such costs.
- H. In case of an emergency where the public safety is in danger and the office of the City Administrator is not open, the provisions of this article relating to the issuance of permits prior to commencement of work of excavation shall not apply. In such case the person making the excavation shall notify the Centralia Police Department dispatcher that the emergency work is

being commenced and the location thereof and the work may proceed immediately, following the provisions set forth in this article. Final surfacing or temporary patches shall not be applied to the excavations until such time as the City Administrator or a designated representative has inspected and approved the backfill and issued a permit therefore. Application for the permit shall be made on the first day on which the office of the City Administrator is open after the work is commenced.

- I. No application for an excavation permit shall be required for excavations made to install utilities and other features within any proposed public lands or rights-of-way of any proposed subdivision until a final plat for said subdivision is approved by the City and recorded with the Boone County Recorder of Deeds.

SECTION 4. All ordinance or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5. This ordinance shall take effect and be in full force and effect from and after the date of its passage and approval.

PASSED this 16th day of September, 2013.

Mayor

ATTEST:

City Clerk

This ordinance approved by the Mayor this 16th day of September, 2013.

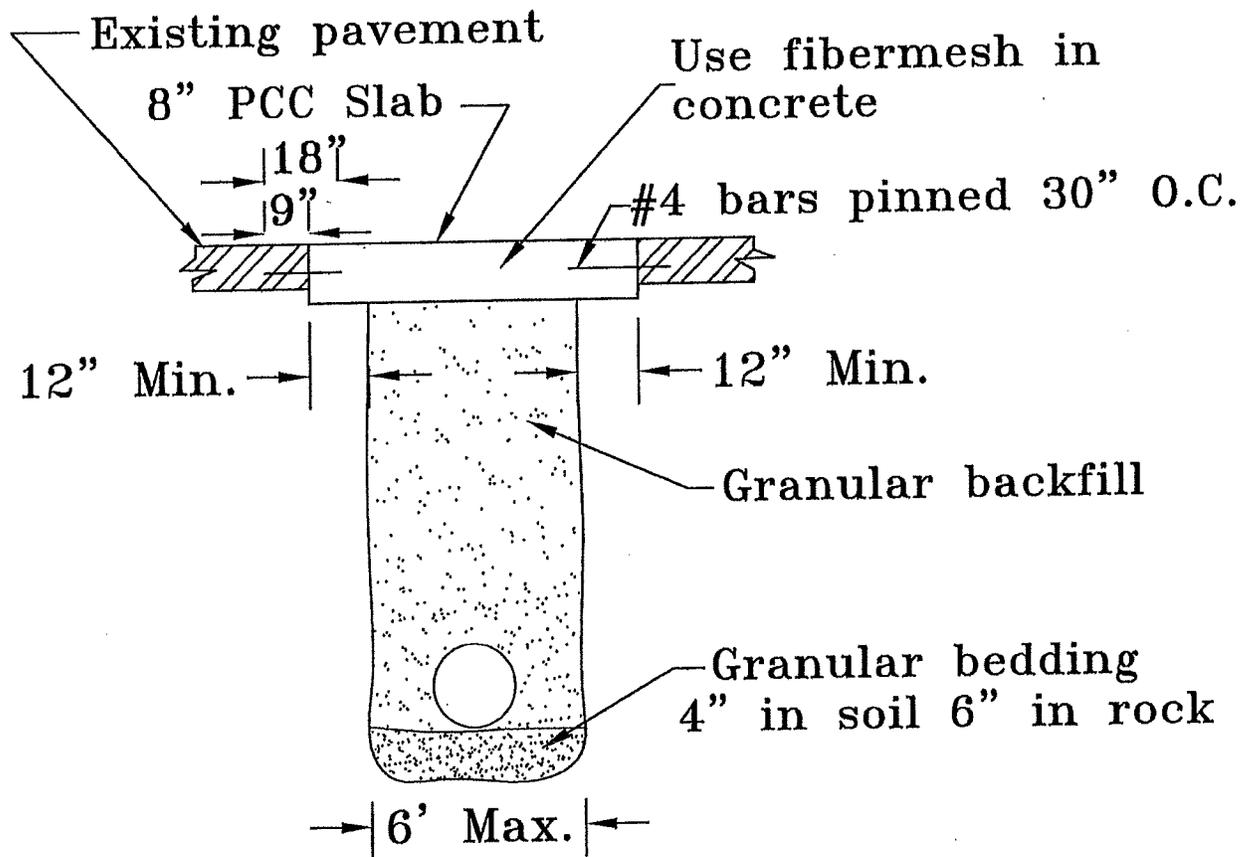
Mayor

ATTEST:

City Clerk

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PATCHING & BACKFILLING PAVED STREETS



EXISTING CONCRETE OR ASPHALT PAVEMENT

Possible Policy for Existing Water Customers.

- (1) Except in emergencies when City personnel are not available, no one other than a City employee acting on the City's behalf shall turn water service on or off at the water meter connection.
- (2) If a water customer or someone working for a water customer attempts to shutoff service at the meter and causes damage, the service shall be repaired by the City and the cost for said repairs will be included on the customers next utility bill.
- (3) When a customer requires a shutoff to perform repair work within a structure, the work will be scheduled in advance and during the normal work week. Alternatively, if the shutoff must be scheduled after work hours or on a weekend or is unscheduled, the water customers shall be subject to a fee of seventy-five dollars (\$75.00), reimbursing the City for a portion of the minimum cost of an employee call out .
- (4) Alternatively, when a shut-off is required for maintenance work after hours, the City may supply an appropriate tool and allow a trained plumber or repair man to perform a shutoff and turn-on at the meter, provided the customer agrees the customer shall be responsible for the cost of any damage to the meter assembly and any water which has passed through the meter. A request for the loan of the tool shall be made to the City in advance during regular business hours.
- (5) The City recommends that the customers have a plumber install a private shutoff or multiple shutoffs on the customer's side of a water meter and outside of the meter jar. The City will waive the after-hours fee in instances where such a shutoff is being installed. Such shutoffs shall be compliant with standards of the adopted Plumbing Code.
- (6) If customer-side shutoffs were not required by the Plumbing Code at the time of construction, then the City will consider supplying a service shut-off valve or corporation stop for installation on the customer's service line outside of the meter jar.

**ELECTRIC DEPT.
SEPTEMBER 2013 ACTIVITY REPORT**

1. Hauled brush/yard waste as necessary
2. Repaired streetlights – KCS/Allen, 831 Emerald, Allen/Southgate, Bicentennial D-D, Allen/Southgate, Hwy 22/Jefferson, 521 E. Poage, Wigham/Rollins, Hickman/Sneed
3. Trimmed trees - Columbia St for street clearance, Jaycee Park dead limbs over playground, removed two small trees @ N. Allen across from NAPA and @ Lakeview just east of Jefferson, Columbia St from Singleton to Bruton for street clearance, alley between Collier/Rollins from Bruton to Barnes for line clearance, Parkview Ct. for street clearance, 621 Ash for line clearance, Finished tree removals at 148 W. Sims and 304 Stone St
4. Total monthly readings – 69
5. Re-reads - 20
6. Total monthly locates – 56
7. CHS/Rollins Project – 914 S Rollins – Trimmed tree, hung transformer and triplex, replaced street light arm, energized, 914 S Rollins – Connected service drop to new triplex, cut down old feed, installed double arms on riser pole @ Gano Chance, removed three transformers, Installed temporary jumpers on riser pole @ Gano Chance, wrecked out unnecessary wire from Gano to Bryson St, 907/911 Westwind – moved services from pole to secondary pedestal, pulled pole, wrecked out more overhead, finished wrecking out overhead in 900 block of S. Rollins, Re-framed pole at Gano Chance, moved phases, installed cutouts, made overhead connections, Terminated riser wires @ Gano Chance
8. Hauled brush/yard waste
9. Mowed at shop and WSS as necessary
10. 815 N. Hickman – replaced lift pole and anchor
11. Sector cabinet at Hwy 22 and Ann St – faulted elbow connector, replaced elbows, approximate 2 hr outage
12. 419 N. Hickman – pulled wire and connected new UG service
13. Lacrosse/State Farm – installed 200' of 4" conduit from riser pole @ Hwy 22 to the north along property line toward sector cabinet, Moved street light control for N Allen from north side of 22 @ Dotson Logging to south side of 22 @ Allen St, Hwy22/Hickman – strung 3-phase overhead for two spans, sagged & clipped in, finished trench and installed conduit pipe, dug out for transformer and sector cabinet pads, set transformer and sector cabinet pads
14. 1218/12220 Remington – pulled wire and connected new service
15. Trimmed tree at Ed's Barber Shop, hung new service drop from lift pole to pole in alley, Connected service @ Ed's Barber Shop to new triplex, cut down old triplex and removed transformer
16. September 19 storm - Burkhardt East circuit outage 21:51hrs – 22:34hrs, Wilson St South circuit outage 21:08hrs – 22:34hrs, Pole broke at Bruton/Hickman - Re-guyed pole, cut limb and stacked brush, will replace pole later, fuse blown feeding easement between Reed St and COLT tracks - removed limb off of primary line, Replaced insulator on center phase at Adams/Lakeview, 455 Miles Ave – replaced mast kit, informed resident of need to replace bent mast, 117Sunset – removed limb off of service drop, Reed St –, 416 W. Barnes – trimmed limb away from primary line
17. 214 S. Rollins – replaced connectors at weather head
18. 831 W. Rodney Griffin – replaced bad connectors on secondary wires @ pole on South side of RG
19. Sprayed weed killer – BSS, WSS, Shop
20. Russ Greene building – hung transformer, framed pole 6502, strung primary across alley, finished framing, connected transformer to CO/LA arrangement
21. Switzler/Hickman, raised transformer, neutral, CO/LA arrangement
22. Centralia Vet Clinic, removed secondary rack, replaced with single clevis
23. 719 Brick St – Replaced underground service struck by fence contractor, bad locate

24. 923 Mystic – conduit installed by electrician may have pulled apart, could not pull wire through, notified developer
25. 108 W. Lakeview – reconnected after service upgrade, 100 amp overhead
26. Repaired meter transponders – CHS, Well #3, Tune's Locker
27. Hauled and chipped brush around town
28. 15 Mayes Meadows – replaced and raised service drop
29. Serviced #75 mini excavator
30. East City Park – repaired wiring for lights at basketball court, replaced D-D @ south shelter
31. Straightened street light poles at Cobblestone Lake Estates & Country Club Estates

ACTIVITY REPORT
WATER DEPARTMENT
September 2013

- Repaired water main leak at Eastmont / Gano Chance
- Repaired leak at Lot 56 Tidball's
- Repaired leak on 915 Eastmont
- Repaired 1" water service at Stone/Switzler to Snell's Trailers hit by contractor on Switzler
- Repaired broken water main at S. Rollins / Gano Chance
- Repaired broken main at Mystic Drive
- Repaired broken water main behind Reed Street
- Fixed leaking valve at Switzler / Jefferson
- Lowered water main on Switzler for storm sewer clearance
- Lowered two water service's on Switzler to get better depth to protect from freezing and insulated
- Assisted Water District No. 10 repair water leak
- Lowered two manholes on Switzler / Pratt to make grade for road work
- Fixed leak on 2" meter at Stonecrest Apartments
- Gave tour to 5th grade classes at Water Plant
- Made two water taps at Remington for new duplex
- Assisted Chance Company with main location during installation of new equipment on N. Collier
- Relocated water services at 602 Switzler due to elevation changes
- Changed key valve that was leaking at 14 Mayes Meadow
- Changed leaking key valve at 612 N. Barr
- Flushed Doty sewers to check for blockage – ok
- Flushed Denton and Tidball sewers for blockage – ok
- Moved existing service at Switzler / Lee back on property for future use
- Met with Darren Adams at Hampton about possible leak at Cutforths – ok
- Cleaned primary and secondary basins at Water Plant
- 10 disconnects for non-payment
- Read all utility meters for office