

**MINUTES OF THE BOARD OF PUBLIC WORKS MEETING
MONDAY, MARCH 10, 2008 – 5:30 P.M.**

The Board of Public Works met in City Hall on Monday, March 10, 2008 at 5:30 P.M. Present were Mayor Dan Hedrington, Darrin Senn, Council President Bob Hoekstra and Director of Public Works Rick Rubenzer. Absent were Finance Manager Lynne Bauer, Street Manager Glen Zwiefelhofer and City Attorney Bob Ferg.

The Board of Public Works meeting was called to order at 5:30 P.M. by Mayor Dan Hedrington.

1. **Motion** by Hoekstra, seconded by Senn, to approve the minutes of the February 25, 2008 Board of Public Works meeting. All present voting aye. Motion carried.

2. The Board discussed the existing mailbox replacement policy for mailboxes damaged or destroyed by snow plows or other City operations (see attached R-92-28). Rubenzer reported that 4-6 mailboxes are damaged and replaced annually at a cost of \$151- \$166 per mailbox. After discussion, there was a **motion** by Hoekstra, and a second by Senn, to recommend that the mailbox replacement policy be revised so that in lieu of replacing a damaged mailbox, the City will send a fifty dollar (\$50) replacement fee to the affected property owner(s). All present voting aye. Motion carried.

3. The Board discussed adjustments to the claim procedure for waste water and water. No action taken.

4. The Board discussed Public Works Contract Claims. **Motion** by Hoekstra, seconded by Senn, to approve the following Public Works Contract Claim:

<u>Claims</u>	<u>Contract Amount</u>	<u>Invoice Amount</u>	<u>%Complete</u>
a) Ayres, Inv #122745, Groundwater Monitoring Reduction	\$4,500.00	\$4,456.53	99%

All present voting aye. Motion carried.

5. **Motion** by Hoekstra, seconded by Rubenzer, to adjourn. All present voting aye. Motion carried. The Board of Public Works meeting adjourned at 5:44 P.M.

Richard J. Rubenzer, Secretary
Board of Public Works