

**MINUTES OF A SPECIAL MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MAY 9, 2007, 6:00 P.M. IN THE CITY HALL COUNCIL CHAMBERS**

Mayor Riddle called the meeting to order at 6:10 p.m. Council members present were Mayor Jeremy Riddle and Councilors Dick Dobson, Victoria Hallin, Lee Steinbrecher, and Paul Whitcomb. Staff present was Mark Karnowski and Ann Bien. Also present was PUC Commissioners Ed Juntilla, George Freichels, and Hank Findell and PUC General Manager Dave Thompson.

This meeting was called to interview for a City Engineer for the City and PUC.

SEH

Mike Kraemer introduced Tom Kaldunski, John Rodeberg, and Sean Clark. Rodeberg reviewed future challenges and opportunities for Princeton, SEH's integrated team approach, their leadership team experience, and their various departments through a PowerPoint presentation. They each also reviewed their backgrounds.

Thompson clarified that SEH has not been the problem with getting the water treatment plant completed. He explained one problem is not being able to extend water to township residents if the new plant reduces their well water level. He stated extra things are being done to not affect neighboring wells.

Steinbrecher asked about the high percentage for engineering fees. Kraemer stated that is one reason why they were on the rocks with the City and explained how it can be corrected, stating they will work with the City and PUC with estimates and costs. He stated their final concern is doing a good job

Thompson asked about the breakdown of bills and stated he would require itemized breakdowns. Kraemer stated they are willing to provide whatever is required. He stated they are starting to break out more tasks and this should help with understanding the bills.

Hallin asked about charging for travel time. Rodeberg explained they set up for their time to be charged from the closest office, but that can be negotiated for different projects. Council meetings are included. Kraemer stated needs can change and they are flexible with those changes. Cell phones are included in the flat rate. Kaldunski explained generally a short conversation will not be charged.

Thompson asked about commission meetings. Rodeberg replied they have not been asked but they are willing to attend.

Karnowski pointed out he didn't see that SEH charged a multiplier. Rodeberg explained there isn't a standard multiplier. Kraemer stated the cleanest way is to charge a buildable rate. He stated they are happy to let the City know who is working and at what rate.

Karnowski asked about inspection, which is now called observation, and asked why the change in verbiage. He stated he is assuming the person is watching to see the project is built correctly. Kraemer explained it comes from pressure from the insurance companies that underwrite design errors. He stated the City can expect SEH to enforce construction documents and they will inspect to the standard of the industry or higher. Rodeberg added the language change is a national change.

Karnowski stated he is concerned with having two engineers look at projects and charging double.

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Kraemer explained the City has separate entities so that would be division; it depends on how the City and PUC can work together and trust one engineer. Thompson explained part of the problem was getting two reviews and being charged 50%; it would help to have a breakdown of the fees.

Rodeberg explained they are not going to have two different people at two offices working on one project. Kaldunski added both he and Sean have the ability to do a complete review.

The team thanked the City and PUC for having them interview.

WSB

Brett Weiss stated they will talk about how they do engineering, added they do not do electrical but subcontract with Kaeding Electrical. He reviewed their departments and employees in each, calling it WSB University.

Nancy Zeigler, Water Department; Kevin Newman, Wastewater Department; Jeff Stewart, Aviation Department; Tony Heppelmann, Traffic Transportation Department; Todd Hubmer, Storm Water Department; and Mike Nielson, Municipal Engineer were also present.

Nielson reviewed things he felt needed to be done to get going in right direction e.g. master plans for reconstruction and development, get standards in place with high standards but not too high to chase off development

The above staff explained projects they have been involved in with other cities and how they solved problems and save money. Weiss explained they are cost conscious is thinking about the best interest for the city and they pay attention to problems. He also reviewed grants and funding and their fee schedule; mileage, cell phones, etc. are included in the base rate and the City will get more hours for the same cost.

Nielson explained they do value engineering where they look to future needs and build expandability into projects. He stated project success is providing innovative solutions and is based on satisfaction of the client.

Hallin asked how routine and non-routine hours are billed. Nielson stated he will show up to council meetings at no charge and that travel time is not billed for. Weiss stated they are very cognizant of the City's budget.

Steinbrecher asked who they use for architectural work and how is city billed for that. Weiss stated they use Bill Hennemuth for architectural and there is no mark up to his cost. The City will be billed straight through.

Thompson questioned billing and breakdown. Weiss explained their software has the ability to put notes and they are going to that.

Karnowski asked if WSB is willing to look at sharing "investment" costs which will generate fees for WSB. Weiss stated they probably can if they are guaranteed to be here; other communities tell the "developer" they have to pay something up front. WSB can give ballpark figures and are always willing to work with the City.

Nielson stated a master plan can help eliminate these questions and costs.

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Weiss ended with "we want to be your trusted partner."

The Council and staff then discussed both interviews

Thompson stated he is concerned with communication but he works well with Mike.

It was added that the PUC will not drop SEH off the water treatment plant project and the City will not drop SEH off of current projects like the wastewater treatment plant and the airport.

Steinbrecher stated he has a higher trust factor of WSB; he did not like paying 37% engineering fees to SEH on a prior project, and was concerned it won't happen again.

STEINBRECHER MOVED TO HIRE WSB AS THE CITY'S AND PUC'S ENGINEER FOR ALL FUTURE PROJECTS IF PUC CONCURS. DOBSON SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

There being no further business, STEINBRECHER MOVED TO ADJOURN AT 9:15 P.M. HAL-LIN SECONDED THE MOTION. ON THE VOTE: AYES - 5; NAYS - 0. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Ann Bien
Deputy City Clerk

ATTEST:

Jeremy Riddle, Mayor