

**Roseville Public Works, Environment and  
Transportation Commission**

**Agenda Item**

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**Date:** May 22, 2018

**Item No: 3**

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**Item Description:** Approval of the April 24, 2018 Public Works Commission Minutes

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Attached are the minutes from the April 24, 2018 meeting.

**Recommended Action:**

Motion approving the minutes of April 24, 2018 subject to any necessary corrections or revision.

Move: \_\_\_\_\_

Second: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

**Roseville Public Works, Environment  
and Transportation Commission  
Meeting Minutes**

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Tuesday, April 24, 2018, at 6:30 p.m.  
City Council Chambers, 2660 Civic Center Drive  
Roseville, Minnesota 55113

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1       **1. Introduction / Roll Call**

2       Chair Cihacek called the meeting to order at approximately 6:30 p.m. and at his  
3       request, Public Works Director Marc Culver called the roll.

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5       **Present:**       Chair Brian Cihacek; Members Michael Joyce, Martin Kors,  
6       Michael Kruse, and Thomas Trainor; with Member Nancy Misra  
7       arriving at approximately 6:34 p.m.

8  
9       **Absent:**       Vice Chair Wozniak and Member Nancy Misra

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11       **Staff Present:**       Public Works Director Marc Culver; City Engineer Jesse  
12       Freihammer;

13  
14       **2. Public Comments**

15       None.

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17       **3. Swearing in of New Commissioners**

18       Chair Cihacek swore in the following new Commissioners: Michael Kruse, Martin  
19       Kors, and Michael Joyce.

20  
21       **4. Approval of March 27, 2018 Meeting Minutes**

22       *Comments and corrections to draft minutes had been submitted by PWETC*  
23       *commissioners prior to tonight's meeting and those revisions incorporated into the*  
24       *draft presented in meeting materials.*

25  
26       Member Trainer indicated he previously brought up this correction to Public Works  
27       Director Culver. On lines 98-99, it currently reads as follows:

28               *He stated it did not indicate that nos. 3 and 6 plastics have been authorized*  
29               *for recycling.*

30  
31       Instead, it should read:

32               *He stated it did not indicate that nos. 3 and 6 plastics are restricted for*  
33               *recycling.*

35 **Motion**  
36 **Member Trainor moved, Chair Cihacek seconded, approval of the March 27,**  
37 **2018 meeting minutes as amended.**

38 **Motion**  
39 **Chair Cihacek moved, seconded by Member Trainor to TABLE this item**  
40 **until an additional Member arrives at the meeting, since the 3 new**  
41 **Commissioners were not present at the March meeting.**

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43 **Ayes: 2**  
44 **Nays: 0**  
45 **Abstentions: 3 (Joyce, Kruse, Kors)**  
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47 **5. Communication Items**

48 Member Misra arrived at this time, at approximately 6:34 p.m.

49  
50 Public Works Director Culver provided a brief review and update on projects and  
51 maintenance activities listed in the staff report dated April 24, 2018.  
52

53 Member Kors inquired about the location of the lift station.  
54

55 City Engineer Freihammer pointed out the three new lift stations on the map.  
56

57 Member Trainor asked whether there continue to be flooding issues near the  
58 Godfrey Pit lift station.  
59

60 Mr. Culver pointed out the last time flooding happened was in 2013. That is a spot  
61 that staff continues to watch. There have been significant improvements to the lift  
62 station, but there will still be rain events that impact the area.  
63

64 Mr. Culver pointed out that one of the flyers in the newsletter reference recycling.  
65 Staff works with Ramsey County to maintain a consistent message on recycling.  
66 Member Trainor had previously pointed out the change in recycling standards,  
67 which now permit paper towel and toilet paper tubes. Under the plastic container  
68 section, it does not specifically mention that residents cannot recycle nos. 3 and 6  
69 containers. That is a difference in philosophy between the County and Roseville,  
70 and even with Eureka. The County feels if the numbers are included, people will  
71 forget what the number is and they will look at the container and throw it away. He  
72 continued that the City will have to manage the message. Through all the years of  
73 recycling, he believes the public is generally educated enough to look at the  
74 numbers and know what is accepted. Those numbers should be reinforced, in his  
75 opinion.  
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77 Member Kruse asked whether Pathway projects are funded out of Public Works.  
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Mr. Culver responded that it depends. Some State-aid funds are used when permitted. Many of the miles of Pathways sidewalks added over the last three to four years have been funded by the parks renewal bond program. Part of that was connecting schools and parks. The projects under construction now are being funded by extra, leftover dollars. There are no identified funds to add sidewalks for Pathways on a regular basis.

**Motion**  
**Member Trainor moved, Chair Cihacek seconded, approval of the March 27, 2018 meeting minutes as amended.**

**Ayes: 3**  
**Nays: 0**  
**Abstentions: 3 (Joyce, Kruse, Kors)**

**6. Eureka Annual Report**

Chris Gray, Eureka Recycling, presented the 2017 annual report. He pointed out the extensive report included in the Members' packet, noting he will only highlight a few issues.

Mr. Gray summarized that the City of Roseville's recycling program is going very well. Roseville has one of the better recycling programs in the County and in the State, and resident participation is high. It is becoming more and more important to be sure the right things are being recycled and also being recycled for its best use. Recycling tonnage is flat, which has been the trend for a few years. He noted that weight as a measure of success is actually a very dull tool. The composition of the material may be lighter, in increased quantities, which may be misleading by how much is actually being recycled. He continued that over the past ten years, magazines and newspapers delivered to homes have gone away and have been replaced by large volumes of light plastics. For Roseville to have a decrease of only two tons, which is indicated in the report, is actually a positive sign. He also noted that packaging has changed for things like cereal. Cereal boxes are starting to be replaced by plastic pouches, which are not recyclable. That is a disturbing trend for the recycling industry. He encouraged consumers to give feedback to their favorite brands that recyclable packaging is preferred.

Mr. Gray also discussed the changes in the industry related to aluminum and paper. He also discussed the residual, which is the percentage of things coming into the facility in the trucks and leaving the facility as trash. Sometimes the residual is residents putting things in the recycling container that cannot be recycled. Some programs want to go towards making it as easy as possible, encouraging everything to be put in, and it then becomes the job of the facility to get the stuff back out. The downside to that philosophy is that the goal is to educate people on what is recyclable.

124 Mr. Gray continued on to explain the National Sword Policy currently coming out  
125 of China. China has historically been a big recipient of recycled materials. Now,  
126 however, they have closed the door to shipments of recycling coming in to the  
127 country and not letting the materials in unless they meet a very, very high standard.  
128 One of the things impacting the revenue for Roseville over the past year is the  
129 National Sword Policy. In the long run, this policy will actually be a good thing  
130 for the recycling and manufacturing markets. But in the short-term, it is creating  
131 difficulties.

132  
133 Member Kruse asked if it is feasible to meet China's new standards.

134  
135 Mr. Gray noted that China is currently issuing a standard of less than a half-percent  
136 of contamination, which is a standard that even Eureka would have trouble meeting.  
137 Perhaps the end negotiated level would be higher than that; it is hard to know. If  
138 China goes on too long like this, their internal markets will run out of supply.

139  
140 Chair Cihacek asked whether international markets are being impacted as  
141 significantly as American recycling markets.

142  
143 Mr. Gray responded that the system has worked so efficiently in the past, because  
144 Chinese containers arrive here full of products; the containers are emptied and then  
145 refilled with recyclables. Going elsewhere for recycling material would require an  
146 entirely new system and structure.

147  
148 Member Kruse asked if China currently uses all of the recyclable material it imports  
149 from the United States.

150  
151 Mr. Gray explained part of the problem with international markets is there are good  
152 international end markets, companies that are responsible with the material and  
153 have controls in place. And then there are also companies that do not have proper  
154 environmental controls. There is not an easy way to track where the material goes.  
155 Eighty-five percent of what Eureka generates stays in Minnesota, but Eureka is also  
156 susceptible to global pricing fluctuations for commodities.

157  
158 Member Misra asked whether there are facilities in the US that are positioned to  
159 pick up this slack, particularly in plastics. Also, she asked if there is a way to track  
160 the shipments going abroad.

161  
162 Mr. Gray responded there is no system. Once it leaves the shores of America, the  
163 tracking and enforcing of environmental controls is completely out of Eureka's  
164 control. He also noted that there are markets in America for this type of material,  
165 but these markets do not have the capacity to absorb it all. If it becomes clear China  
166 will not back down, then there is incentive for that kind of capital and facilities to  
167 develop in America.

168

169 Member Kors asked whether China generates this quality of recyclables in their  
170 own country.

171  
172 Mr. Gray responded it is really about what they are letting in the port. That is a lot  
173 different than whether internal markets in China are selling to a paper mill in China.  
174 Because it is not global in that situation, it is a relationship just between the  
175 producer and that market.

176  
177 Chair Cihacek asked about the impact to recyclables by the oil market.

178  
179 Mr. Gray explained that the cheaper oil is, it places a cap on what can be obtained  
180 for plastics. Recyclable material is an alternative to using oil. At a basic level, they  
181 are linked. If one goes down, the other goes down. One of the things impacting  
182 pouches becoming a dominant choice for packaging, is that one of the ways to  
183 generate oil domestically is through fracking. Plastic comes from an oil product.  
184 The price for plastic pouches is very low, so there is financial incentive to for  
185 manufacturers to make that choice.

186  
187 Mr. Gray indicated Eureka is studying three different collection methods for clothes  
188 and linens in St. Paul: (1) put it out on recycling day; (2) monthly collections; and  
189 (3) on-demand via an app or website. This study has been funded by a grant. He  
190 noted that Eureka relies on a couple environment models that look at the full life  
191 cycle of recycling material rather than incinerating it, specifically, how much  
192 carbon dioxide was emitted.

193  
194 Member Misra asked how close Roseville is getting to having recycling every week  
195 and garbage every other week.

196  
197 Mr. Gray noted these are conversations that happen with City staff during the RFP  
198 period, as there is a cost associated with weekly collection. The trash side of the  
199 collection is more complicated, as it is an open system. The City does not provide  
200 as much control over the system. He suggested that research shows that when there  
201 is a compostable option for residents, recycling increases.

202  
203 Member Joyce asked about Eureka's promotion of zero-waste evenings.

204  
205 Mr. Gray responded affirmatively, noting Eureka currently does four zero-waste  
206 events: Earth Day celebration, the Run for the Roses, Taste of Rosefest, and Wild  
207 Rice Festival.

208  
209 Chair Cihacek asked how many residents ask for additional pickups.

210  
211 Mr. Gray responds that in Roseville, if the driver sees extra, the driver just picks up  
212 the extra.

213

214 Chair Cihacek noted that is a factor in determining what service levels to contract  
215 for.

216  
217 Mr. Gray noted that one part of the calculus is linked to whether to offer a proposal  
218 with City-owned carts or a proposal with the contractor-owned carts. While it is an  
219 advantage for Eureka to own its own carts, it would actually be of benefit to the  
220 City to invest in their own carts at some point.

221  
222 Member Misra recalled that by making recycling convenient, people took part in  
223 the program.

224  
225 Mr. Gray added that Eureka does track people requesting larger carts. They also  
226 track the tags that are issued. The most frequent tag issued is one that notifies  
227 customers that they should ask for a larger cart, since they have so much material.

228  
229 Member Misra noted that it is important data to find out how much recyclable  
230 material are included in the trash pickup. She is concerned about the global tracking  
231 issue, especially the plastics. As long as residents are continued to recycle, there  
232 should be some assurance that the material ends up at a facility being remade into  
233 something. There is a lot of reporting about how that does not happen.

234  
235 Mr. Gray noted that Eureka has had market criteria for a long time, prior to  
236 accepting classics. However, there is another level of confidentiality to information  
237 about the end markets.

238  
239 Member Kruse asked if materials are paid for.

240  
241 Mr. Gray responded that one thing that is tricky with plastics is sometimes the  
242 plastics are not sold to a manufacturer, but rather to a broker, who will then move  
243 the materials to multiple end markets. Some brokers are solid, but vetting has to be  
244 done.

245  
246 **7. Tiered Water Rate Analysis**

247 Mr. Freihammer recalled that the Commission has taken up this issue a couple of  
248 times in the past, and the packet includes minutes from the previous discussions.  
249 Mr. Freihammer presented the current utility rates and water usage graphs.

250  
251 Member Kruse asked whether staff knows what percentage of water usage is  
252 residential vs. commercial.

253  
254 Mr. Freihammer indicated he does not know that number offhand but can get it for  
255 the Commission.

256  
257 Mr. Culver pointed out that the five largest users are all industrial users.

258

259 Member Misra asked about the chart showing water usage per year. It looks like  
260 2012 was an anomaly. But otherwise from 2008-2009, it looks like a plateau has  
261 been hit.

262  
263 Mr. Freihammer noted that the chart calculates averages. There is also a correlation  
264 between precipitation and water usage, particularly in the summer.

265  
266 Mr. Culver noted the trend is not just Roseville. St. Paul does not have that  
267 significant of a base fee, so their rates are higher. Their revenue, then, is much  
268 more reliant on usage. That is the dilemma of some of Cities. Pressure is being  
269 applied by various agencies to push conservation, but that is a good source of  
270 revenue for them.

271  
272 Mr. Freihammer also presented information on Roseville's water main system as  
273 well as on water main breaks.

274  
275 Mr. Culver noted that in 2014, there were quite a few water main breaks, as the  
276 frost line was so deep. The breaks typically happen in the early spring, as the  
277 ground starts moving. Currently, 6 to 7 miles per year of sewer mains are being  
278 lined, so in 10 to 12 years, virtually all of the sewer mains will be like new. The  
279 hope is that someday soon that same new technology will be applied to water lines.  
280 Currently, there are approximately 30 water main breaks a year. On average, those  
281 cost \$5,000 to \$10,000. To replace a water main proactively is very expensive, and  
282 so it does not make a lot of sense to replace the pipe until there are issues with it.

283  
284 Member Kruse asked if the City owns 100% of the water infrastructure once it  
285 enters the City.

286  
287 Mr. Culver explained there is a small section of pipe that feeds the booster station  
288 that is owned by St. Paul. The City of St. Paul also owns the piping from its  
289 treatment facility to that reservoir. But otherwise, it is all owned by Roseville.

290  
291 Member Joyce asked about fire hydrants.

292  
293 Mr. Freihammer explained that every time a road project is done, all the hydrant  
294 valves are replaced.

295  
296 Mr. Culver asked for Commission feedback and discussion on whether to adjust  
297 utility rates.

298  
299 Chair Cihacek stated for the benefit of the new Commissioners that the PWET's  
300 prior recommendation was to maintain the current rate structure. He summarized  
301 that there is a base rate, which covers operation and maintenance of the system, and  
302 a consumption rate at different tier levels. There has been discussion about raising  
303 all rates or raising one of the rates. Different members have expressed different  
304 opinions.



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Member Kruse asked how the current rate structure determined and also asked about non-residential rates.

Mr. Culver responded he does not know how or why the 30,000-gallon tier was established. Many discussions were had in the mid-2000s about this. In the late 2000s, the base rate was ramped up.

Member Misra noted that Commissioner Wozniak’s previous comments were important regarding consumption. She has looked at water usage, particularly in the summer, and calculated that from 25,000 gallons up, about 50% of the water usage comes from 25% of the users. That sort of information is important because that speaks to a tiered pricing system. There are two points to the rates, to fund the system and to encourage conservation, and both are important. She would like to look at the tiers.

Mr. Culver noted that the current and prior City Councils do not want to punish larger households, where the per capita use of water is not egregious. Rather, the household has six or more people in the home.

Chair Cihacek clarified that the purpose of tonight’s agenda item is to provide information to the new Commissioners.

Member Trainor commented on the high summer water usage, suggesting it would be prudent for the City to pay individual attention to those home, even more so than adding tiers.

**8. Public Works Overview**

Mr. Culver provided a brief overview of the Public Works department, by starting with various statistics about the City itself, the Public Works budget, and the Public Works staff. The \$900,000 Administration/Engineering operating budget is supported by the general fund. The Civil Engineering position is almost fully funded by fees from Falcon Heights. The right-of-way position is almost fully funded by fees. The Streets division includes 10 full-time employees and most are union staff. The \$1.2 million 2018 operating budget is general fund supported, with an additional \$2.2 million in PMP/MSA CIP.

Mr. Culver continued that the Storm Sewer division has 12 full-time employees (shared staff with Streets and Administration), and the \$2.2 million 2018 budget is fee supported. The Sanitary Sewer division has 13 full-time employees (staff is shared with Water), and the \$6 million is fee supported. Central Garage has 2 full-time employees and a 2018 budget of \$183,000. The Facilities division has no full-time staff but is managed by the Utilities Superintendent. Recycling has a .25 employee (shared with Stormwater) with a \$550,000 annual budget (which is utility fee supported). He also highlighted the new asset management system, which ties

350 requests and events to particular divisions, e.g., when trees are down or residents  
351 call in with various requests and complaints.  
352

353 **9. May Agenda**

354 Discussion ensued regarding the May PWETC agenda:

- 355 ▪ MS4 Annual Meeting
- 356 ▪ Ramsey Washington Metro Watershed District: Bennett Lake TMDL Public  
357 Hearing

358  
359 Mr. Culver also distributed a variety of maps for the water main system, sanitary  
360 sewer system, and storm sewer system.  
361

362 He also wanted to follow up on the solar project. He will go to the Council in May  
363 and request that the Council approve entering into a community solar garden  
364 agreement with IPS Solar for up to 2 million megawatts of capacity. That will be  
365 a year-long commitment. After a year, the City can go find a different developer  
366 for any remaining capacity.  
367

368 Mr. Culver indicated that a joint meeting with the Council is tentatively scheduled  
369 for July 9<sup>th</sup>.  
370

371 Chair Cihacek explained the agenda and minutes process for the new  
372 Commissioners.  
373

374 **10. Adjourn**

375  
376 **Motion**  
377 **Member Trainor moved, Member Misra seconded, adjournment of the**  
378 **meeting at approximately 8:34 p.m.**  
379

380 **Ayes: 7**  
381 **Nays: 0**  
382 **Motion carried.**