PUBLIC WORKS DEPARTMENT

2015 ANNUAL REPORT

Prepared By:
Bradley Borders
Public Works Director

STREETS

Personnel

5 full-time employees
3 seasonal employees (2-summer, 11/2 -winter)

Mileage

Street Miles - 96.31	(Jan. 1, 2016) Net Change + .29
Street Miles - 96.02	(Jan. 1, 2015)
Street Miles - 95.96	(Jan. 1, 2014)
Street Miles - 95.74	(Jan. 1, 2013)
Street Miles - 95.50	(Jan. 1, 2012)

Street Miles (Private) - 5.6	(Jan. 1, 2016) Net change 0
Street Miles (Private) - 5.6	(Jan. 1, 2015)
Street Miles (Private) - 5.6	(Jan. 1, 2014)
Street Miles (Private) - 5.6	(Jan. 1, 2013)
Street Miles (Private) - 5.6	(Jan. 1, 2012)

TOTAL STREET MILES – 102.01

Alley Miles - 4.00	(Jan. 1, 2016) Net Change 0 miles
Alley Miles - 4.00	(Jan. 1, 2015)
Alley Miles - 4.00	(Jan. 1, 2014)
Alley Miles - 4.00	(Jan. 1, 2013)
Alley Miles - 4.00	(Jan. 1, 2012)

Cul-de-sacs - 96	(Jan. 1, 2016) Net Change +1
Cul-de-sacs - 95	(Jan. 1, 2015)
Cul-de-sacs - 94	(Jan. 1, 2014)
Cul-de-sacs - 93	(Jan. 1, 2013)
Cul-de-sacs - 93	(Jan. 1, 2012)

Cul-de-sacs (Private) – 5	(Jan. 1, 2016) Net Change 0
Cul-de-sacs (Private) – 5	(Jan. 1, 2015)
Cul-de-sacs (Private) – 5	(Jan. 1, 2014)
Cul-de-sacs (Private) – 5	(Jan. 1, 2013)
Cul-de-sacs (Private) – 5	(Jan. 1, 2012)

TOTAL CUL-DE-SACS – 101

Storm Sewer Miles - 67.20	(Jan. 1, 2016) Net Change +.24
Storm Sewer Miles - 66.96	(Jan. 1, 2015)
Storm Sewer Miles - 66.76	(Jan. 1. 2014)
Storm Sewer Miles - 66.62	(Jan. 1. 2013)
Storm Sewer Miles - 66.60	(Jan. 1. 2012)

Storm Water Ponds – 98 (Added 0)
Rain Gardens – 85

Vehicle Inventory

	snow removal
2008 Wheel Loader (bucket, front and wing plow)	X
2015 Wheel Loader (bucket, front and wing plow)	X
2007 Skid Loader (bucket, snow blower and broom)	x
2000 Dump Truck (front, wing and underbody plows)	X
2003 Dump Truck (front, wing and underbody plows)	X
2005 Dump Truck (front, wing and underbody plows)	X
2007 Dump Truck (front, wing and underbody plows)	X
2011 Dump Truck (front, wing and underbody plows)	X
2015 Dump Truck (front, wing and underbody plows)	X
2015 Dump Truck (front, wing and underbody plows)	X
1996 1-Ton Truck 4x4	
2003 1-Ton Truck 4x4	
2004 1-Ton Truck 4x4 (front plow and dump box)	X
2005 1-Ton Truck 4x4 (front plow and dump box)*	X
2008 1-Ton Truck 4x4 (front plow)	X
2008 1-Ton Truck	
2010 1-Ton Truck 4X4 (front plow and dump box)*	
2012 1-Ton Truck (front plow)	X
2014 F-350 Truck (front plow)	X
2000 Pick-up Truck 4x4	
2010 GMC Van	
1993 S-10 Pick-up Truck	
2004 Street Sweeper	
2008 Street Sweeper	
2007 John Deere Tractor (ditch mower and blower)	X

Snow Plowing

*2012 Average plow time -	6-8 hrs. 4-inch snowfall
	8-10 hrs. 8 inch snowfall
*2013 Average plow time -	6-8 hrs. 4-inch snowfall
	8-10 hrs. 8 inch snowfall
*2014 Average plow time –	6-8 hrs. 4-inch snowfall
	8-10 hrs. 8-inch snowfall
*2015 Average plow time –	6-7 hrs. 4-inch snowfall
	8-10 hrs. 8-inch snowfall

Snowplowing cost for 6 inch snowfall (8 hours of plowing)
Includes salt, fuel and labor. Cost stayed the same as previous year, lower fuel prices with higher salt costs.

Weekday - $8,717.92
Weekend - $9,662.78

During the 2014-2015 winter there was approximately 600 tons of salt used within the city. With the purchase of an additional plow truck and placing mechanic back out into the plow we noticed that we saved at least an hour of plow time on a four inch snow fall. There were very few heavy snow falls to see consistency.

Seal Coat	2011	2012	2013	2014	2015
(sq. yards)	173,465	171,467	110,084	132,567	92,000

After participating with other local communities on a Joint Powers Agreement (JPA) for seal coating we went out on our own to receive bids. A couple reasons for breaking away from JPA was bidding late and we felt we had a large enough project to stand alone and get a good bid with high quantities and early bid. Seal coating of city streets was performed by ASTECH Corp. Co. with public works crews completing crack filling duties.

Eagle Scout Projects

- Installed four park benches and garbage receptacles along trails and in Sauk River Regional Park.
- Installed informational sign at Sauk River Regional Park.
- Installed cedar split rail fence in Pinecone Central Regional Park..

Street Maintenance

Crews spent many days patching potholes due to aging roadways. Pothole problem areas look like they will now carry into future years until an overlay or reconstruction is performed.

Compost Site

2013	2014	2015
Opening Day April 27	Opening Day April 21	Opening Day April 18
Closing Day November 16	Closing Day November 8	Closing Day November 14

This was the tenth year permits have been required for use of compost site. Compost site permit window stickers were sold to residents at a cost of $30 for the first vehicle and $5 per each additional vehicle. Non-resident and Township permits sold for $60. The site was opened 5 days per week. Days and hours of operation were as follows:

SPRING AND SUMMER	FALL
Monday 4:00 pm–7:00 pm	Monday 4:00 pm–6:00 pm
Tuesday 1:00 pm–7:00 pm	Tuesday 1:00 pm–6:00 pm
Thursday 1:00 pm–7:00 pm	Thursday 1:00 pm–6:00 pm
Friday 4:00 pm–7:00 pm	Friday 4:00 pm–6:00 pm
Saturday 8:00 am–4:00 pm	Saturday 8:00 am–4:00 pm

Number of Users

	Resident Permits Sold	Non-Resident Permits
2011	1878	148
2012	1820	174
2013	1795	203
2014	1876	214
2015	1915	233

In 2015 a pamphlet was given to residents when they purchased their permits stating opening and closing dates, hours of operations and directions to the site.

During our Christmas tree drop off there were 277 trees dropped off with a total of 784 pounds of food collected for the local food shelf.

Parks

Personnel

2 Fulltime employees
4 seasonal summer employees

Vehicles and Equipment

1979 Panel Van
1990 Trailer
2008 Trailer
2009 Trailer
2010 Trailer
2007 Snowmobile
2010 Tree Spade
2012 Riding Mower – 5 foot
2015 Riding Mower – 6 foot (w/blower) X
2015 Riding Mower – 6 foot (w/broom) X
2002 Riding Mower – 3 foot
1988 Toro Riding Mower – 10 foot
Self-Propelled Mower – 4 foot (riding or walk behind)
Ford tractor with tiller
3 push mowers
40 gal weed sprayer
60 gal weed sprayer

Parks and Trails

41 Parks
27.53 miles of bituminous trails
22.62 miles of sidewalk
TOTAL TRAIL MILES- 50.15 miles

Maintenance crews were able to crack fill approximately 80% of all bituminous trails within the city.
Trail replaced between 7th Street N and 2nd Street South

Trails Maintained During Winter Season
16.63 miles of sidewalk and bituminous

PARK RENTALS (days)	2011	2012	2013	2014	2015
• Watab Park	58	58	52	68	30
• Val Smith Park	43	91	132	39	40
• Northside Park	5	21	7	6	15
• Pinecone Regional Park	30	42	14	15	13
• Lion's Park			2	2	2

Rental days consist of daily rentals by residents, Community Ed, PAL, Bible Camp, Volleyball league, Little League Baseball and Kids Country.

Park Commission and Park Activity Highlights

PARK COMMISSION MEMBERS
David Lindbloom (Chair), Diane Schellinger (Vice-chair), Mike Burzette, Rachel Lolmasteymaugh and Dennis Molitor

Park Commission Highlights

Reviewed Park area 7 survey

- More trees in Celebration Park
- Additional equipment in Fox Run Park
- Struggle of maintaining trees in non-irrigated parks
- Overcome confusion that Wilds Park is not private
- Tennis court maintenance versus expense with little use
- Add playground equipment to Pinecone Central Park

Review Park area 6 survey

- Discussion on background to survey
- Linear Park discussion on improvements
- Northside Park discussion on better surveillance of park to have safer feel, additional improvements to disc golf course
- Increase plant maintenance, add interpretive signage, and additional seating in Lion's Park
- Like to see additional clean-up in Rolling Meadows Park. Look at upgrading Rolling Meadows Park East.

Tennis court maintenance in relation to cost repair along with adding pickleball court into a park.
Discussion on definition of what is a park as staff is looking at revising park map

- In 2014 there were a total of 106 gardens located within the two Community Garden sites. On the east side of the city there are 10 gardens and on the west side there are 96 gardens.
- Park Department performed garden maintenance using seasonal help on gardens that were not adopted. Along with the hiring of an additional seasonal worker weeds along medians were able to be sprayed more often.
- Rink Agreement that was reached with Sartell Youth Hockey entered its third year. Agreement asks that Sartell Youth Hockey help with maintenance and utility bill payments for outdoor rink; in return Sartell Youth Hockey receives more dedicated ice time to use as they wish.
- Second year using YMCA to staff wading pools
- Approximately 5 acres of park land was purchased adjacent to Val Smith Park
- Dog Park installed within Pinecone Central Park
- There were about a total of 4 miles of ski trails that were groomed. Lack of snow resulted in a very short ski season.
- Second year that Music and Movies in the Park was held in Pinecone Central Park.
- Art projects installed in Watab Park.

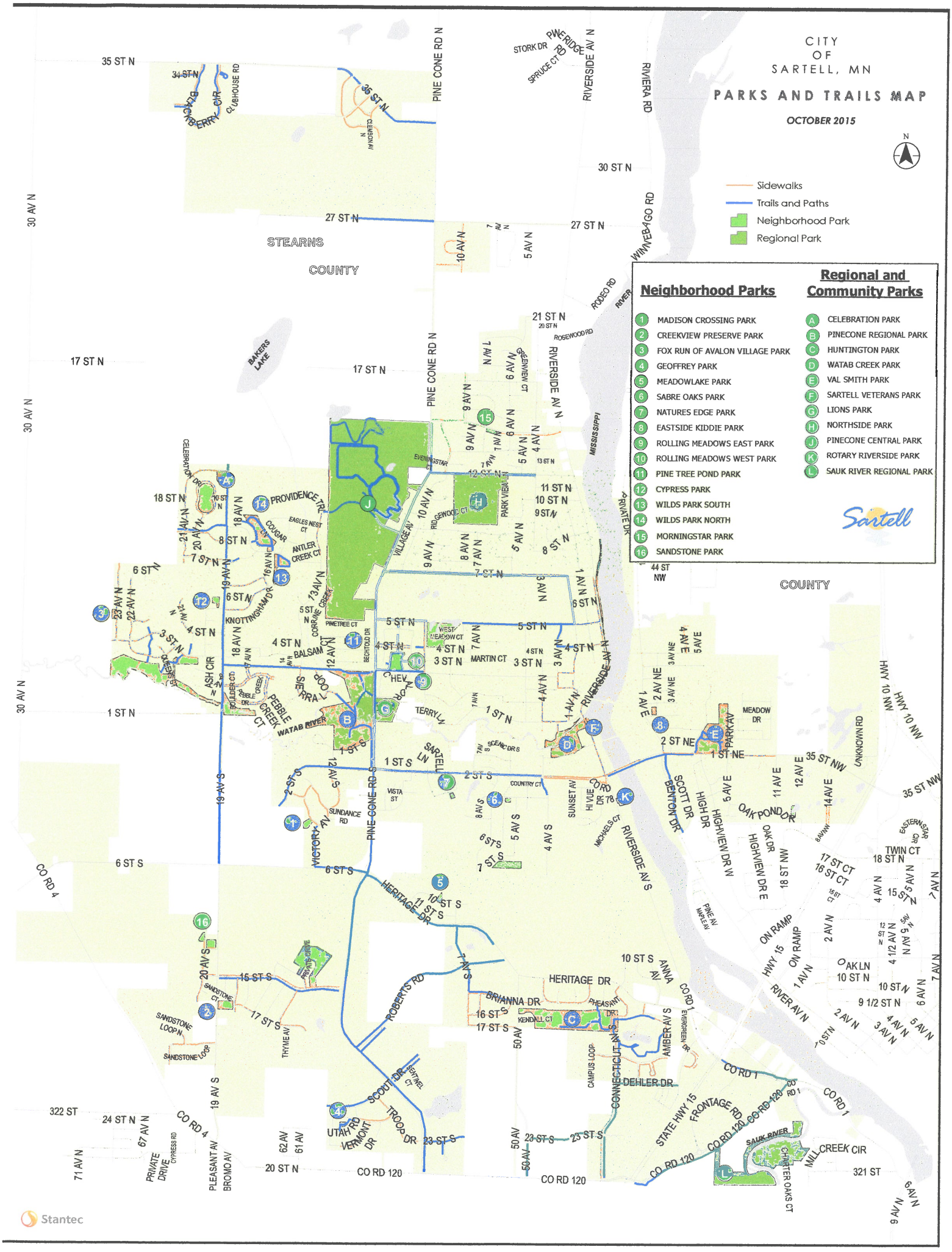
Revising of park map and park definition will be occurring in early 2016. Mapping will include neighborhood parks, regional parks and green space within the city. Map included with report is a hybrid of what is being worked on. Park matrix that is also included will change as number of parks will change as some will be referred to as green space. Matrix included is before any changes are made.

Sartell

	Acres	Cross Country Ski	Tennis	Open Pavilion	Closed Pavilion	Restroom	Softball Backstop	Softball fenced	Baseball	Volley ball	Hockey-Outdoor	Free Skating	Play structure	Soccer	Sliding hill	Picnic Tables	Trails	Water Feature	Open Space	Wading Pool	Horseshoes	Parking	Disc Golf	Benches	Gazebo	Fishing Pier
1. Northside Park	36.32		X	X			X	X	X	X			X	X	X	X	X					X	X	X		
2. Watab Creek North	2.68																X	X						X		
3. Watab Creek South	8.63		X		X	X	X			X			X			X	X	X	X	X	X	X		X		
4. Sartell Veterans Park	0.77																	X				X		X	X	
5. Val Smith Park	12.51		X	X	X	X	X			X	X	X	X		X	X					X	X		X		
6. Pinecone Regional Park	7				X	X					X	X	X			X	X	X	X			X			X	
7. Rotary Riverside	3															X						X		X		X
8. Pinecone Central	168.3	X							X					X		X	X		X			X				
9. Sauk River Regional Park	44	X															X	X	X			X				
Neighborhood Parks																										
10.. Linear Park (River)	1.61															X		X						X		
11. Eastside Kiddie	0.72												X											X		
12. Wilds Park North	7.32		X							X			X			X	X					X		X		
13. Wilds Park South	2.40																X									
14. Cypress Park	0.71												X											X		
15. Pine Tree Pond Park	0.47												X			X										
16. Rolling Meadow North	8.52																		X							
17. Rolling Meadows West	3.70												X				X							X		
18. Rolling Meadows East	1.31																X							X		
19. Lions Park	6.15												X			X	X	X	X					X	X	
20. Sartell Heights Park	2.56																		X							
21. Natures Edge Park	0.25												X			X								X		
22.. Sabre Oaks Park	0.27												X			X								X		
23. Morningstar Park	0.54												X			X								X		
24. Huntington Park	30.49							X					X				X		X					X		
25. Meadowlake Park	0.56												X													
26. Avalon Park	1.94																		X							
27. Geoffrey Park	0.8												X													

Sartell

Neighborhood Parks	Acres	Cross Country Ski	Tennis	Open Pavilion	Closed Pavilion	Restroom	Softball Backstop	Softball fenced	Baseball	Volley ball	Hockey - Outdoor	Free Skating	Play structure	Soccer	Sliding hill	Picnic Tables	Trails	Water Feature	Open Space	Wading Pool	Horseshoes	Parking	Disc Golf	Benches	Gazebo	Fishing Pier
28. FranGen Park-Pine Lake	10																		X							
29. Celebration Park	1.75			X		X							X			X				X		X				
30. Creek View Park	1.87												X						X							
31. Fox Run Park	4.65												X													
32. Oak View Pond	0.2																		X							
33. Madison Crossing II	0.85												X						X							
34. Tiffany Meadows	3.8																		X							
35. Newport II	0.75																		X							
36. Stonebrook	4																		X							
37. Sandstone (West)	0.5												X													
38. Sandstone (East)	1.1																X	X								
39. Avalon 2																			X							
40. Shay Property																			X							


CITY OF SARTELL, MN
PARKS AND TRAILS MAP
OCTOBER 2015
N
Sidewalks
Trails and Paths
Neighborhood Park
Regional Park
Neighborhood Parks
1 MADISON CROSSING PARK
2 CREEKVIEW PRESERVE PARK
3 FOX RUN OF AVALON VILLAGE PARK
4 GEOFFREY PARK
5 MEADOWLAKE PARK
6 SABRE OAKS PARK
7 NATURES EDGE PARK
8 EASTSIDE KIDDIE PARK
9 ROLLING MEADOWS EAST PARK
10 ROLLING MEADOWS WEST PARK
11 PINE TREE POND PARK
12 CYPRESS PARK
13 WILDS PARK SOUTH
14 WILDS PARK NORTH
15 MORNINGSTAR PARK
16 SANDSTONE PARK
Regional and Community Parks
A CELEBRATION PARK
B PINECONE REGIONAL PARK
C HUNTINGTON PARK
D WATAB CREEK PARK
E VAL SMITH PARK
F SARTELL VETERANS PARK
G LIONS PARK
H NORTHSIDE PARK
J PINECONE CENTRAL PARK
K ROTARY RIVERSIDE PARK
L SAUK RIVER REGIONAL PARK
Sartell
STEARNS COUNTY
COUNTY
BAKERS LAKE
WATAB RIVER
SAUK RIVER
MISSISSIPPI RIVER
PINE CONE RD N
PINE CONE RD S
RIVERSIDE AV N
RIVERSIDE AV S
RIVIERA RD
WINNEBAGO RD
RODEO RD
ROSEWOOD RD
PROVIDENCE TRL
KNOTTINGHAM DR
BALSAM CT
PEBBLE CREEK CT
ASH CIR
VICTORY AV
HERITAGE DR
ROBERTS RD
BRIANNA DR
SCOUT DR
TROOP DR
UTAH RD
VERMONT DR
DEHLER DR
CONNECTICUT AV S
AMBER AV S
FRONTAGE RD
STATE HWY 15
CO RD 120
CO RD 1
CO RD 4
HWY 10 NW
HWY 15
ON RAMP
OAK POND DR
HIGHVIEW DR W
HIGHVIEW DR E
SCOTT DR
BENTON DR
HIGH DR
MEADOW DR
PARK AV
SUNSET AV
MICHAELS CT
SUNDANCE RD
VISTA ST
COUNTRY CT
SCENIC DR S
TERRY LN
MARTIN CT
WEST MEADOW CT
PINETREE CT
EVENINGSTAR CT
PARK VIEW
GREENVIEW CT
EAGLES NEST CT
ANTLER CREEK CT
COUGAR LN
CELEBRATION DR
SANDSTONE CT
SANDSTONE LOOP N
SANDSTONE LOOP
THYME AV
PRIVATE DRIVE
CYPRESS RD
PLEASANT AV
BROMO AV
PRIVATE DR
CHARTER OAKS CT
MILL CREEK CIR
EASTERN STAR CIR
TWIN CT
OAK LN
UNKNOWN RD
35 ST N
34 ST N
30 ST N
27 ST N
21 ST N
17 ST N
18 ST N
8 ST N
7 ST N
6 ST N
5 ST N
4 ST N
3 ST N
1 ST N
2 ST NE
1 ST NE
35 ST NW
6 ST S
10 ST S
15 ST S
17 ST S
16 ST S
23 ST S
322 ST
24 ST N
20 ST N
321 ST
30 AV N
19 AV S
50 AV
Stantec

Water and Wastewater

Personnel

4 full-time employees
1 seasonal summer employee

Vehicles and Equipment

1985 Trailer Sewer Jet
2015 Jet/Vac Truck
2000 Pick-up Truck
2003 Pick-up Truck
2007 Utility Truck w/crane
2007 Pick-up Truck
2010 Pick-up Truck (Canyon)
2012 GMC Pick-up Truck

WATER

Source

10-Wells
- 3 wells pump to west water plant
- 3 wells pump to east water plant
- 3 wells pump to SW water plant

Treatment

3 - Water Treatment Facilities
- *Iron & Manganese Removal Plants

Storage

3 - Water Towers - 1.3 MG total capacity
3 - in ground clearwells – 1.7 MG total capacity

Usage

	Peak Day	Peak Usage	Average Usage
2015	August 4	3.83 MG (million gallons)	1,828,100 GPD (gallons per day)
2014	July 23	5.16 MG (million gallons)	1,841,725 GPD (gallons per day)
2013	Aug 27	5.84 MG (million gallons)	2,235,444 GPD (gallons per day)
2012	July 10	5.72 MG (million gallons)	2,065,227 GPD (gallons per day)
2011	June 7	4.14 MG (million gallons)	1,762,414 GPD (gallons per day)
2010	May 31	4.99 MG (million gallons)	1,857,753 GPD (gallons per day)
2009	June 4	5.06 MG (million gallons)	1.897,600 GPD (gallons per day)

Meter Connections

	Residential	Commercial/Industrial
2015 - 4,365 connections	4,430	229
2014 - 4,299 connections	4,384	231
2013 - 4,492 connections	4,260	232
2012 - 4,365 connections	4,189	232
2011 - 4,365 connections	4,137	228

Hydrants

2015 - 1119 Net Change +4
2014 - 1115
2013 - 1112
2012 - 1110
2011 - 1108

Watering Permits

2015 - 23 permits
2014 - 35 permits
2013 - 40 permits
2012 - 29 permits
2011 - 28 permits

Watermain Breaks

No water main breaks were experienced in 2015.

Water - Wastewater Facts

	2013	2014	2015	Net Change
Watermain	104.17	104.40	104.61	.21 miles
Sanitary Sewer	81.71	81.81	82.01	.20 miles
Forcemain	9.16	9.16	9.16	no change

Water Freeze ups

Experienced very mild winter, no waterline freeze ups.

WASTEWATER

Liftstations

10 liftstations located throughout the city

1) County Road 134 and County Road 1
2) Just south of Holiday convenience store
3) Riverside Ave and 7th St.N.
4) Located off 2nd St.S. – East of Rolling Green Add. next to Watab Creek
6) Ridge Road – Just of Benton Dr.
7) 1500 Block of Riverside Ave.N.
8) 15th Ave. N. between 3rd St.N. and 4th St.N.
9) 7th Ave.S. – Just south of Edinburgh Dr.
10) Across from Heims Mill
12) West of Pinecone Rd at Watab Creek

Wastewater

There was approximately 28,609 feet (5.42 miles) of sewer main cleaned in 2015. Fewer miles jetted this year as new employee was hired and training of employee occurred during jetting season. League of MN Cities recommends that we clean clay sewers every three years and PVC sewers every five years.

New jet/vac truck was purchased and received late in the year. New truck will not be used until 2016.

Upgrades performed on liftstation #3. Upgrades included new pumps, rails, control panel and safety grates.