



DATE: March 21, 2022

TO: Honorable Mayor and City Councilmembers
David Perrault, City Administrator

FROM: David Swearingen, P.E. Public Works Director / City Engineer

SUBJECT: 2022 ICWC Work Plan

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	General Fund (Street/Park), Surface Water Utility Fund

Council Should Consider

The City Council is requested to review and discuss the anticipated Minnesota Department of Corrections Institution Community Work Crew (ICWC) work plan for 2022.

Background/Discussion

In May 2019, the City entered into a one-year contract with the Minnesota Department of Corrections to participate in the Institution Community Work Crew (ICWC) program. The program provided a work crew consisting of a crew leader and up to ten crewmembers (dependent on Covid restrictions) for up to ten hours per day to complete predetermined work plans. With the current contract, work dates are available on Friday, Saturday and Sunday at a cost of \$85 per hour. There is another contract option to obtain a crew “full-time” Monday-Thursday but this would require them to be scheduled for an entire year. There is also a waiting list for that option as the ICWC crews are limited.

ICWC crews have been utilized to complete buckthorn removal in several Parks, they’ve also performed debris/sediment removal, ditch maintenance, slope stabilization, rain garden maintenance, and performed landscape maintenance at City Hall, Highway 96 median areas and the gateway sign on New Brighton Road.

The City Administrator, Public Works Director and the Public Works Superintendent met with the ICWC Supervisor to discuss the upcoming work plan and the crew’s abilities on various types of projects. With our current contract, 1-day projects are ideal. If projects were to require

several days of labor, they would essentially take several weeks to complete due to how the crews are scheduled.

A preliminary 2022 ICWC work plan is provided as Attachment A. This work plan will be shared with ICWC but can be modified during the 2022 contract term based on City Council priorities and availability of ICWC work crews. The current contract expires April 30, 2022, once the new contract is received it will be brought through Council for approval.

Budget Impact

\$14,250 is included in the 2022 Budget for this item.

\$4,250 Street Maintenance

\$5,000 Park Maintenance

\$5,000 Surface Water Management

Attachments

Attachment A: DRAFT 2022 ICWC Work Plan