

Minutes of the  
**PUBLIC WORKS COMMITTEE**  
Thursday, January 14, 2010  
Council Chambers

Members: Chair Michael Jackson, Members Mark Albrecht, Richard Bertellotti, John Grosshuesch, Jenee Pearce, and Mike Stanley

Staff: Public Works Director Mark See, and Administrative Assistant Stephanie McGuire

CALL TO ORDER AND APPROVAL OF AGENDA

Jackson called the meeting to order at 9:06 a.m.

ELECTION OF OFFICERS

Jackson asked for nominations for Chairman.

Motion: Pearce moved to nominate Jackson as Chairman; Grosshuesch seconded the motion.

There were no further nominations.

Vote: Albrecht, Bertellotti, Grosshuesch, Jackson, Pearce, and Stanley voted AYE. The vote was 6/0 in favor and Jackson was elected Chairman.

Jackson asked for nominations for Vice Chairman.

Albrecht and Pearce both stated that they would be willing to serve as Vice Chair.

Motion: Grosshuesch moved to nominate Albrecht as Vice Chairman; Stanley seconded the motion.

There were no further nominations.

Vote: Albrecht, Bertellotti, Grosshuesch, Jackson, Pearce, and Stanley voted AYE. The vote was 6/0 in favor and Albrecht was elected Vice Chairman.

APPROVAL OF NOVEMBER 12, 2009 MINUTES

Motion: Pearce moved to approve the minutes of November 12, 2009; Albrecht seconded the motion.

Vote: Albrecht, Bertellotti, Grosshuesch, Jackson, Pearce, and Stanley voted AYE. The vote was 6/0 in favor and passed.

## UTILITY RELIEF REQUESTS

Pearce stated that she did not think that the relief option should be available because people are not winterizing their homes properly. Consequently, the City is losing revenue. Jackson clarified that utility relief is only available for the sewer portion of a utility bill. The water must be paid for by the customer pursuant to the ordinance.

Bertellotti stated that he thought that all of the requests submitted should be approved because the water did not pass through the wastewater treatment facility system.

Motion: Bertellotti moved to approve the utility relief requests as recommended by staff; Pearce seconded the motion.

Vote: Albrecht, Bertellotti, Grosshuesch, Jackson, Pearce, and Stanley voted AYE. The vote was 6/0 in favor and passed.

Jackson asked the committee if they wanted to recommend any changes to the ordinance, such as limiting the number of requests a customer could apply for in a designated period of time. See suggested that the committee create some weather-related media tips for publication semi-annually in *The Gazette*. Discussion ensued. By consensus, the committee determined that two articles per year would be appropriate, spring and fall. Jackson said that he would draft an article for spring publication and would bring the article to the committee next month for review and comment.

## STORM WATER QUALITY OUTREACH

Albrecht said that he would bring information to the February meeting. See stated that he has met with *Surfrider* regarding testing procedures. See is also obtaining information from other jurisdictions regarding storm water quality outreach.

## PUBLIC WORKS PROJECTS

See updated the committee on the proposed Elkland Pump Station renovation. The application will be considered by the Design Review Board on January 21, 2010. See stated that the pump station would also have a permanent generator. See responded to questions by Albrecht regarding fuel sources for the various generators utilized by Public Works.

See stated that a plan for the downtown restrooms is being developed. An application will be considered by the Planning Commission in January, and will be reviewed by the Design Review Board in the spring. The proposed facility is larger than the existing facility. Construction would be slated for September. An additional cache site for the City is proposed for the southern part of the City, at the Sports Park site, east of Highway 101. Fire Chief Rooper has indicated that the heliport site will remain at the Sports Park for emergency landings only. In response to a question by Albrecht, See stated that one of the reasons that the Sports Park is now being considered for a community garden is due to the fact that the City owns the property. Additionally, there is a great deal of good top soil and pit run available at the site and water is available due to the water main location in Highway 101. See reported that a minor modification has been approved for a split rail fence to be added to the shrubs at the west side of the City Hall parking lot. This is an additional safety precaution. Shake shingles are being replaced on the west side of City Hall.

See announced that the West Second Street seawall renovation project has been completed. He reviewed the construction details of the project, including the stairway modification. Albrecht asked who owned the Tolovana beach access ramp. See said that the State owns the beach access ramp, but that the City maintains it as well as the ADA ramp. See stated that a plan for storing the Farmer's Market equipment is being developed for the bay located on the east side of City Hall. The Ecola Creek water line project has been completed. See added that there will be some remodeling at the Public Works shop to create work stations. He responded to questions by Albrecht pertaining to wastewater treatment. See reported on the DOD spikes in response to a question by Bertellotti, noting that the spikes are somewhat seasonal.

#### TRAIL COMMITTEE REPORT

Stanley reported that an appeal has been filed pertaining to the Conditional Use Permit and will be heard by the City Council on February 2, 2010.

#### SUSTAINABILITY COMMITTEE REPORT

See stated that electric filling stations for zip cars will be incorporated into the downtown restroom project. The customer utilizing the filling station would pay for the power with a credit card.

#### GOOD OF THE ORDER

See reported that the Public Works staff has completed Level I Bridge Inspection training which was taught by an ODOT educator. See stated that there are five bridges as well as an additional bridge enroute to the water filtration plant within the jurisdiction.

#### ADJOURNMENT

The meeting was adjourned at 10:01 a.m.

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Stephanie McGuire, Administrative Assistant