Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, September 17, 2019
Council Chambers

Members: Members Carolyn Propst, Les Wierson, Doug Craner and Jenee Pearce-Mushen

Excused:

Staff: City Manager Bruce St. Denis, Public Works Director Karen La Bonte, Assistant Public Works Director Trevor Mount and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Propst called the meeting to order at 9:01 a.m.

APPROVAL OF AUGUST 20, 2019 MINUTES

Motion: Pearce-Mushen moved to approve the minutes from August 20, 2019 as amended; Wierson seconded the motion.

Vote: Propst, Wierson, Pearce-Mushen and Craner voted AYE. The vote was 4/0 in favor and the motion passed.

PUBLIC COMMENT

Jan Siebert-Wahrmund stated she had questions regarding the project that is happening right now on Spruce Street at Little Pompey. In response to Siebert-Wahrmund’s question the instream work window ended the 15th, so why are you still working past the window, La Bonte replied we received permission from ODFW to work past the window. In response to Siebert-Wahrmund’s question where did the logs come from that are at the east of the parking lot by the restroom, La Bonte replied they are from out on the highway from trees that were cut down trees. We are using them for the excavator to walk on, then we will return them back to where we got them. In response to Siebert-Wahrmund’s question why were willows were cut down to put the logs there, La Bonte replied it was also cut for maintenance. In response to Siebert-Wahrmund’s question all the trees we planted with the Girls Scouts got mowed down except one on the east side and one on south side of the parking lot, La Bonte replied the new planted trees are still there, I was there this morning and the new trees along the parking lot are still there. Siebert-Wahrmund added we planted approximately 5 trees with stakes and their names on it and only two are left, La Bonte replied I will double check but I was there this morning and I saw several and requested the contractor be careful of the newly planted trees. In response to Siebert-Wahrmund’s question wouldn’t there have been a notice given about how many of the willows would be taken for this project, Mount replied we did to remove the willows, we just trimmed them back. Siebert-Wahrmund clarified I am referring to the willows where the logs are, La Bonte replied the only tree that was disturbed was a small young tree in order for the machinery to get in. In response to Siebert-Wahrmund’s question did we get permits from DSL, La Bonte replied we have all the permits required. Propst added this project, the DSL letter and ODFW permission to work past the window were all present to at a Council meeting. In response to Siebert-Wahrmund’s question what about Army Corps of Engineers (ACOE), Mount replied this was maintenance so ACOE said a permit is not required. La Bonte added this all went through a Council meeting that I believe you in attendance. In response to Siebert-Wahrmund’s question what about the fish salvage, was that done or was that a discussion with ODFW, La Bonte replied ODFW gave us the approvals and did not express any concerns. Wierson noted that
Sierbert-Wahrmund served on the SHED committee and one of the plans was to put in the storm collector that is supposed to be cleaned every year as it is a deep pit that stormwater drops in to. This should be cleaned all the way through the area, and this is what they are doing now. La Bonte added we have not been on a routine maintenance cycle, so the area is very overgrown. Wierson added when we did the plan, we wanted to remove the deciduous trees or trim them back because when they shed their leaves go into the treatment system and clogs it up. We were able to do some, but not all, and this is a continuing problem for the treatment plant.

**UTILITY RELIEF REQUESTS/DISPUTED UTILITY BILLING FEE**

**Motion:** Wierson moved to deny the utility relief request for Nguyen as the sewer portion did impact the wastewater system; Craner seconded the motion.

**Vote:** Propst, Wierson, Pearce-Mushen and Craner voted AYE. The vote was 4/0 in favor and the motion passed.

**Motion:** Pearce-Mushen moved to approve the utility relief request for Sanders as the sewer portion did not impact the wastewater system; Wierson seconded the motion.

**Vote:** Propst, Wierson, Pearce-Mushen and Craner voted AYE. The vote was 4/0 in favor and the motion passed.

**Motion:** Wierson moved to deny the utility relief request for Redmon as irrigation system failures are not eligible for relief; Pearce-Mushen seconded the motion.

**Vote:** Propst, Wierson, Pearce-Mushen and Craner voted AYE. The vote was 4/0 in favor and the motion passed.

**Motion:** Wierson moved to deny the disputed utility billing fee waiver for MacDonald as the charges were accurate; Craner seconded the motion.

**Vote:** Propst, Wierson, Pearce-Mushen and Craner voted AYE. The vote was 4/0 in favor and the motion passed.

**PUBLIC WORKS PROJECTS/CAPITAL IMPROVEMENT PROJECTS**

La Bonte reported the UV/Headworks project is getting ready to start, they are staging equipment. The weir box has been installed; this was a custom-made box that slowed water down as it came over the trough to measure the flows. This was a joint effort with staff, Civil West and DEQ. The Poplar water line project is complete. Advanced Excavation did a great job. We are getting ready to put the rest of the new meter modules that we have in stock on Sunset as we have had some issues in the area.

Mount reported a beaver on the east side of Highway 101 in our wetlands recently built a dam and the weather last weekend blew out the dam. Mount added I’ve been working with Jakob Shockey on how to address the dam by using a beaver deceiver. With the damn being damaged by the rains and storms Jakob said we could remove the dam. Mount invited Jakob to come and assess the entire area. In response to Craner’s question what is a beaver deceiver, La Bonte explained it is a pipe that allows water to flow through the dam without the beaver knowing, a discussion ensued regarding the habits of beavers and their dams. Propst noted when the dam was at the highest there was an area where water was crossing over the road.
In response to Propst request for an update on the paving list, La Bonte replied the streets have not changed. W. Gower, Crescent and Silver Point courts, W. Jackson, W. Monroe and Elk Run Park. If the question comes up as to why we are paving Elk Run Park, which is located at the bottom of Spruce, it is because when Jo and Kirk weed eat the rocks in the gravel area fly up and it could break windshields of the parked cars or hit someone in the face. La Bonte added this is a challenging park to maintain. In response to Propst’s question the streets you mentioned are they paved so this is an overlay, La Bonte replied yes. La Bonte added Ross Lane was on the list, but with the code revision the homeowners will need to come up with 80% support and funding. We do have the 20% planned in our budget, but we are not moving forward. In response to Propst’s question will this be this fall, La Bonte replied W. Gower will hopefully be fall before the plant closes, the rest will be this spring. St. Denis noted concerns regarding the additional costs to paving that are not for asphalt, such as drainage issues, which would increase the overall project costs, a discussion ensued. St. Denis suggested we should expand the homeowner’s portion, when applicable, to include the 80% of all the costs including things such as tree removal, extra storm drain, not just the cost of paving. La Bonte added in hindsight when we discussed the code revision we did not get down to that minute of costs, so it was not included in the revision. Propst added the code does give us the right to not do the project due to costs. Wierson noted the maintenance of gravel streets is more expensive than paved streets.

In response to Wierson’s question what is the status of enclosing the controls, La Bonte replied we are staging equipment and the building is being fabricated now.

**UTILITY RATE POLICY DISCUSSION – FORWARD WORK**

Propst thanked those who attended the last Council meeting. Council agreed to scenario 5 which is where everyone goes to a 400 cubic feet allowance and everyone billed based on the meter size. We are going back to Council in November to give them details of the scenarios. Propst distributed and gave an overview of the rough draft of the Council presentation which is included in the record file. Propst noted Council requested information on wastewater, so we used what was in this year’s budget. Propst added other options which are billing municipal accounts, adding a few years ago we discussed at a minimum charging for the public restrooms. La Bonte noted an error in the revenue on page 13, Propst replied it will be corrected. Propst added there are four big users of water with municipal accounts. If we bill public works, then we have to offset it in the budget. In response to Propst noted with the irrigation accounts they are turned on and off, and asked if they are charged for the turn on and off. Barrett replied I believe so, a discussion ensued regarding irrigation not being charged when they are turned off, which is inconsistent with our ready to serve model. Wierson noted currently for residential the rates the same for ¾ and 1”, with the proposed model the 1” is being penalized. Propst noted there are approximately eight irrigation accounts, a discussion ensued regarding charging a ready to serve fee when the accounts are turned off. Propst noted there are two properties with fire lines, right now there is no charges for those fire lines for the purpose they are serving. Looking at other communities some charge a once a year charge, or something different as they’ve added a capability to assist with a fire. Craner added why impact someone who is assist with fire protection. Propst noted to address Wierson’s question, the rules on this scenario is everyone would pay based on their meter size, which would impact those residential users with a 1” meter. Propst added some communities lump ¾, 5/8 and 1” meters together, which could be an option. In response to Craner’s question if they use more water they pay more, correct, Propst replied yes. Wierson added but now I will be paying more since I have a larger meter. When we built the house, we had the choice to install a ¾” or 1” at the same cost, so we went with the larger one. A discussion ensued regarding lumping the residential customers together with ¾ and 1” for single family residents only, not multi-family or commercial. A discussion ensued regarding homes that are required for a 1” meter for fire suppression purposes which in some areas are required due to not being able to get a fire truck in. A discussion ensued regarding how to proceed with residential ¾” and 1” meters, and the possibility about grandfathering in existing 1” meters. St. Denis added when we had these conversations earlier and the concern came up about the residents on a 1” they could, if applicable, swap to a 3/4” meter. A discussion ensued regarding what changing out the meter would cost, and what would be needed to confirm that the reduction is appropriate for the location. La Bonte noted she will bring building code for anyone building a new home to see what is required and which locations have to have a 1” meter. This discussion will continue next month.
Pearce-Mushen left the meeting at 10:25 am.

CITY HALL/POLICE STATION VETTING COMMITTEE

Propst noted everyone received an email from Colleen Dick regarding the new committee being formed which is asking for one member from each existing Committee to be a part of it. St. Denis noted each Committee should supply a person; however, additional people can apply as well as there are 4 open seats. Pearce-Mushen noted interest before she left, Wierson noted interest as well as Craner. St. Denis explained the Committee needs to select someone today, but other can apply. Wiesron noted I was here when this building was built and watched the various discussions on tsunamis. I know the site and my background is in structural engineering which I can add to the Committee with my knowledge of this and other sites as well. St. Denis noted there will be 11 people and working out schedules may be difficult, but they are hoping to meet once a week until they are done which may be 4-5 weeks. St, Denis added the Committee should be complete in November/early December but may go into January. St. Denis noted there are still spots available on the Committee, so if you are interested please put in for it. Propst suggested Wierson be the representative for this Committee and for Craner and Pearce-Mushen to submit as member at large, adding she has submitted as the budget committee member. Propst added the members of this Committee have applicable skills that would be beneficial to this process. Barrett will email Colleen letting her know Wierson is the representative and Craner will email St. Denis for one of the member at large position. Barrett will email Pearce-Mushen letting her know to email St. Denis if she is interested as well.

GOOD OF THE ORDER

There was none.

ADJOURNMENT

Propst adjourned the meeting at 10:34 a.m.

Jennifer Barrett, Administrative Assistant