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City of Yachats
PUBLIC WORKS AND STREETS COMMISSION
MEETING SUMMARY
March 8, 2022

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I. MEETING CALLED TO ORDER

Meeting called to order at 2:02 pm by Chair, Linn West

Present: Ron Urban, Bob Bennett, Dave Buckwald, Rick McClung, Kevin Erdahl, Alex Cox, Greg Scott, John Theilacker, John Purcell, Dayna Capron, Don Groth, Neal Morphis

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II. CORRESPONDENCE COMMUNICATION

(1:02) West advised he forwarded communication regarding East 2nd to Buckwald and McClung.

III. REPORTS

A. Public Works Report

(1:23) Written report provided in packet. Buckwald drew attention to rainfall and YTD is 9.1" advised lowest amount of rainfall since 2010. Also indicated there were summer flows through wastewater and some changes in operation had to be made. Highlighted road work that was done during the month. Indicated on the Wastewater CIP the Pole building is basically completed. BFDs have been installed.

(4:16) McClung indicated difficulties in communication with Blackstone. Contractors came out; antennas need to be raised and the megahertz of the signal need to be raised. Ordered a streaming curve monitor, measures the ionic energy of water. The old one does not keep calibration. Went on to explain what the monitor does. Also indicated Public Works fixed the railing on the tree house in the playground that was broken.

B. Finance Report

(6:52) Groth provided a written report for January in the packet. Discussion on the 2nd Street project. McClung advised engineering has begun for 2nd Street and Gender Drive. Water revenue is holding up well.

(13:26) Bennett questioned if items were being coded correctly and then advised if so, the budget needs to be increased for those line items.

Advised since already at 58% an eye needs to be kept of materials and services with the better weather coming. Discussion held regarding including the contingency in the percentage.

(17:52) Groth continued his report discussing Water Capital Reserve; paid off prior year debt; in good shape.

Wastewater revenue is trending higher.

(20:40) Discussion on Outside Services and Parts expenditures.

(22:35) Wastewater Capital Reserve – camera had additional expenses and there was another charge on the Wastewater Master Plan.

(23:23) Continued with SDCs. Just need to check to see if there are any monies that didn't get posted.

1 (23:50) Bennett questioned information that Quinton Smith indicated in the
 2 Yachats News regarding lag in getting bills out and money posted. Is this
 3 January number solid or will there be a change in February?

4 (24:21) Groth advised that as far as revenue, January is fine, but February
 5 will be lagging. Discussion held on billing and posting.

6 **IV. CURRENT BUSINESS**

7 **A. Status of Water Sustainability Committee**

8 (27:26) Proposal provided in meeting packet.

9 (28:11) Urban questioned Item #2 regarding Parks and Commons
 10 Commission and Trails Committee. Purcell offered an explanation as to
 11 how these groups operate together. Discussion held regarding meetings
 12 and the purpose of the Committee.

13 (32:14) Scott advised he was asked by a staff member the difference and
 14 he explained councilors are elected and commissioners are appointed and
 15 fall under the state public meeting requirement but committees are
 16 working groups and burdening them with minute taking and formal
 17 notification makes no sense. Purcell agreed and directed the Commission
 18 to Item #3.4. Discussion ensued.

19 (36:42) Scott spoke of a new set of applications being discussed with the
 20 City Manager. One will provide structure, formalizes the relationship
 21 between all sections of the organization and how information flows.

22 (38:12) Discussion continued regarding Item #3.4. Reports coming
 23 through Public Works and not going directly to Council.

24 (41:24) Theilacker went on the talk about the "charter" and Item #6,
 25 examples of priorities and projects.

26 (41:41) Bennett questioned if Council had any intent on having
 27 representation on either of the boards. Scott advised he didn't recall
 28 Council expressing an opinion so he cannot speak for the Council.

29 Discussion continued regarding liaison representation.

30 (45:41) Theilacker advised that he, Tracy Crews and Drew Roslund serve
 31 as City Liaisons for a newly formed collaborative to look at ways to obtain
 32 federal assistance on watershed lands under federal ownership,. This
 33 Committee could be a liaison with the collaborative and also other
 34 collaborations.

35 Motion made by Bennett to **accept the Water Sustainability Committee**
 36 **and forward the proposal as amended to City Manager, Mayor and**
 37 **Council for acceptance.**

38 **Vote:** Groth, yes; Urban, yes; Cox, yes; Erdahl, yes; Bennett, yes; and
 39 West, yes. **Motion carried unanimously.**

40 **B. Emergency Preparedness Report**

41 (52:23) Bennett advised they were putting together a small working group
 42 to plan how to deal with the Conex situations. The group will prepare a
 43 recommendation of how to proceed on these units; coming up with a
 44 timeline and a budget on what needs to be done.

45 (56:30) Bennett also advised that the signature page for the Emergency
 46 Plan needs to be approved; it has been pending for six to seven months.

1 A meeting has been requested via Jenny from the County to discuss this
2 with the City Manager.

3 **C. CIP Projects Status**

4 (59:22) McClung voiced his appreciation to the Water Sustainability
5 Committee and that their help will be helpful, especially with Phase II of
6 the Water Protection Plan, This includes education and outreach, facilitate
7 and develop any ordinances needed, develop a Water Quality Monitoring
8 Plan.

9 (1:00:49) McClung highlighted water CIP, advised the FEMA grant results
10 should be coming for the earthquake valve and backwash recycle.
11 Suggested that it go out for bid with a construction window in the fall of the
12 next budget year. That will give an idea of what costs will be like and how
13 the grant will assist in those costs.

14 (1:02:20) Groth questioned if the bids would affect the budget and if
15 anything has been expended as of yet. McClung advised all the
16 engineering is done and paid for. Discussion held regarding grant, budget
17 and URD.

18 Motion made by Cox to put the earthquake valve and backwash
19 recycle out for bid.

20 **Vote:** Groth, yes; Urban, yes; Cox, yes; Erdahl, yes; Bennett, yes; and
21 West, yes. **Motion carried unanimously.**

22 (1:07:48) Erdahl (?) questioned what was involved in the backwash
23 process. McClung advised it takes 30K gallons of water to backwash a
24 filter and there are two filters. Everyday each filter is backwashed and that
25 is a wasted 60K gallons of water. The backwash recycle will allow settled
26 water be put it back into the system for use. Discussion held regarding
27 size and content of the filters.

28 (1:10:05) Went to advise the surveying is done of the East 2nd Street
29 project and getting into the design concept.

30 (1:10:28) Ocean View Drive, the Mayor, Guenther, Lambert and McClung
31 met with the County last week and are very close to signing off on the
32 project. Need easements from a couple of home owners. The 804
33 mitigation funds are separate and will come into play when they want to
34 use them, they are held in a trust. It appears that is \$250,000 in that trust.

35 (1:12:38) SCADA work at the water department on radio communications
36 waiting to see the cost before continuing,

37 (1:13:10) Discussion on the shop replacement doors. All vendors use the
38 same door manufacturer and they are backlogged over a year. That will
39 be put off until the next budget year.

40 (1:14:23) Began the storm drain engineering for Gender Drive. Gender
41 Creek jumps it banks during the winter storms and washes out gravel
42 driveways and ponds so increasing the drainage system there will mitigate
43 that.

44 (1:15:22) Parks and Trails are continuing with boardwalk engineering
45 going to Council in a month with hard numbers and a basic design.
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D. Update on Property Adjacent to Water Treatment Plant

(1:16:09) Working on two things regarding water: (1) Contract with South Lincoln for emergency use – it is being worked on and the attorney has looked at it and some small wording issues need to be handled and it will be ready to sign. He has been talking with them on becoming a permanent customer. (2) Property next to Water Plant for sale about 8 acres. Said there is a bench cut into the side of the hill, about a half-acre and flat to be able to put water storage tanks. Discussed money saving by having an existing bench and the storage of 1M gallons or more. Had surveyors check both sites to make sure it will hydraulically flow.

(1:21:19) Bennett questioned the connection with South Lincoln and how often have they been used. McClung advised once a year. McClung and Toohey (Director of South Lincoln) are going to create an SOP for when to initiate the emergency procedure. McClung also advised that through the USDA there are grants available to upgrade that pump station and install a SCADA system.

E. Storm Water Study Status

(1:23:59) McClung advised they talked about doing that in house; hasn't discussed it any further. Discussed letter from engineer and whether to update or redo the study. Bennett advised in the original study the numbers were fictitious but the mapping was well done; felt having an update with current numbers would be fine. All other storm drain CIPs were due to road improvements and not identified in the Storm Drain Master Plan. Discussion continued including costs, SDC and timing. *McClung will determine costs and what the time frame is for the study.*

F. Street Inventory Status

(2:17:39) West indicated this will be addressed at next month's meeting after he meets with his committee.

V. NEW BUSINESS**A. Review of East 2nd Project Design and Recommendations**

(1:35:03) Aerial view and engineered drawing included in packet. West was interested in the option of making it a one way street and it having a relatively small impact in terms of the width of the street. To make it a two-way street it would require another 12' width of property and grades, driveways and residences will make a major impact on that street. Discussion on making the street one way and which direction it would be. It was felt that public input needs to be had. The purpose of the project was to replace asbestos water lines. The camera work indicated several areas in the water line that needed to be fixed and the storm drain system is insufficient.

(1:42:38) Groth asked if a survey of the residents would be better than a public meeting.

(1:43:15) West brought up that currently a car can pull to the side and another car can pass but once the road work is done there will be a curb and gutter making the road narrower and not allow pulling over and letting another car pass – it needs to be one way. How do to approach the

1 residents and the public? Discussion held on how to proceed. The sketch
2 is difficult to read but the aerial gives a little better view. Discussion also
3 included Loma and Cedar Streets.

4 (1:54:04) Decision to get an engineered drawing and get notice out to
5 residents and request a written response to the City. Discussion continued
6 as to whether to indicate what possibilities would be offered to the public,
7 one way either direction or no change at all.

8 (1:56:22) Scott indicated that these changes will have a significant impact
9 on traffic on Yachats River Road and pointed out there is no "walk area"
10 on a significant part of it. He just wanted to point out the potential adverse
11 impact those that walk Yachats River Road. Discussion ensued on
12 perhaps creating a walking lane or sidewalk. Discussion about widening
13 2nd Street a little more than 12" and what affect that would have.

14 Continued discussion that the residents have learned how to deal with the
15 traffic flow on the street and most likely will not prefer a one-way street.

16 (2:03:15) West advised that a special mailing should be made to the
17 residents as well as going into the utility billing to all residents. Discussion
18 continued on directional issues.

19 (2:11:48) Urban indicated that sometimes good decisions need to be
20 made and the public needs to be helped to understand why they were
21 good decisions. Discussion on knocking on the doors of the 12 residences
22 and talking to people face-to-face. Erdahl volunteered to do that.

23 McClung and West will get together and get the drawing for the public
24 moving and West will draft a letter and send it to the Commissioners for
25 review.

26 **VI. OTHER BUSINESS**

27 **A. From the Commission**

28 None.

29 **B. From the Floor**

30 None.

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32 **Meeting adjourned at 4:20 pm**

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34 Next meeting April 12, 2022 at 2 pm.

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36 Transcribed by Contractor, L.F. Barrett, March 21, 2022