



City of Yachats
PUBLIC WORKS & STREETS COMMISSION

March 10, 2020

Approved Minutes

I. Call to Order

Chair Bob Bennett called the March 10, 2020 meeting of the Public Works and Streets Commission to order at 3:00 pm in Room 1 of the Yachats Commons. Members present: Bob Bennett, Ron Urban, Don Groth, Tom Bedell, and Linn West. Absent: Tom Fisher. Staff present: Wastewater Plant Lead Dave Buckwald, Water Treatment Plant Lead Rick McClung, and City Manager Shannon Beaucaire. Council Present: Leslie Vaaler. Audience: 1.

II. Minutes of February 11, 2020

Anderson noted a date correction.

Commissioner Urban moved to approve the February 11, 2020 meeting minutes as amended: Aye – 5; No – 0.

III. Reports

A. Public Works Department

Wastewater Plant Lead Dave Buckwald highlighted from the Public Works report:

- Still waiting on efficiency numbers and treated water was approximately double that of produced water
- Significant pot hole repair and ditch work
- Reedy Creek maintenance
- Installed meters, made repairs
- Sent request for bid on Significant Industrial User Survey project required by DEQ
- Purchased 26 rain pans for manholes to keep storm water out.
- Cleaning and moving at Public Works Building
- Working on water and sewer CIPs

Buckwald noted the previously whiteboard photos depicted work outside of normal operations and right side of the whiteboard photograph in the current report reflects what the crew does every day.

1 Bennett noted there was significant erosion on Ocean View Drive by the Underground
2 Pub. McClung indicated he would call Roy Kinion at the county about repairs.

3
4 Bennett reported there was mention at the Fire Department Board meeting that there
5 was a leak at the old fire station. Buckwald indicated that issue was a groundwater
6 infiltration issue.

7 8 **B. Emergency Preparedness Committee**

9 McClung reported the Committee's membership is full. Next month they will be touring
10 Newport's storage containers and looking at the vertical evacuation route at the Hatfield
11 Marine Science Center.

12
13 McClung reviewed the presentation from Lincoln County Emergency Manager Jenny
14 Demaris. Anderson asked who would be answering the questions Demaris presented.
15 McClung indicated that was not yet determined. Manager Beaucaire indicated the City
16 has an arrangement with the Council of Governments (COG) to do financial issues
17 remotely.

18
19 Bennett added that the County was working on establishing a command center to help
20 manage operations in the event of a pandemic. Commissioner Groth added they
21 should work to figure how to notify people of meeting cancellations.

22 23 **C. Solid Waste District Advisory Council**

24 Commissioner Bedell reported there was no meeting this month.

25 26 **D. Financial Report**

27 100-1040 Streets Operating

28 Bennett noted personnel seemed high. Manager Beaucaire explained they changed
29 how personnel was divided between funds and they are still tweaking the percentages.

30 31 150-1040 Capital Reserves

32 Bennett reported this fund was ahead on revenues. McClung indicated they have
33 received the grant funds for the E 2nd Street work. McClung indicated there will be a
34 grant for Driftwood. Bennett asked why there was no labor allocation. Groth noted
35 there was \$60,000 allocated. Manager Beaucaire explained how allocations should
36 work. Bennett clarified that the street projects are for E 2nd and W 1st Streets. Groth
37 noted 50% of the gateway sign was covered in FY19.

38 39 100-1050 Storm Drains Operating

40 Bennett indicated the numbers were on target.

41 42 150-1050 Storm Drain Capital Reserve

43 No activity.

44 45 660-1700 Water Operating

1 Bennett noted personnel costs were high for this fund at 75%. Buckwald added that the
2 crew had been focused on water projects and that focus would be shifting from water to
3 drainage.

4
5 660-1705 Water Capital Reserve

6 Groth clarified most of the expenses are for engineering. Bennett suggested they need
7 to think about cutting back as there was \$307,000 anticipated revenues with \$390,000
8 anticipated expenses. McClung suggested that some of the SDCs could be used for
9 the backwash and for the rest of E 2nd Street. Bennett suggested McClung start looking
10 at cuts now.

11
12 670-1800 Wastewater Operating

13 Bennett noted collections are above projected levels and personnel was more on target.

14
15 Manager Beaucaire explained the plans for allocating labor expenses.

16
17 670-1805 Wastewater Capital Reserve

18 Bennett noted revenues were up and there were no personnel costs.

19
20 **IV. Current Business**

21 **A. Clean Sweep for 2020**

22 Bennett reported they still have the yard waste bin by the sewer plant as well as homes
23 having their own yard waste bins. Bennett clarified the biggest problem with Clean
24 Sweep was receiving materials from people outside of the City. Bennett suggested that
25 they have a gigantic yard sale instead of the traditional clean sweep. Bedell noted that
26 traffic could be a problem. Bennett added some cities give residents an allotment of
27 trash to be taken to the dump which is tracked through a ticketing system.

28
29 Urban asked what the original purpose of Clean Sweep was. Bennet thought it was to
30 get rid of yard waste. Urban stated the majority of stuff coming in was considered trash.
31 Bedell recalled there were positives where a child might get a bicycle. Commissioner
32 West saw in the suggestions a high need for controlling the situation, which could be
33 overwhelming. Groth believed there was a component in previous Clean Sweeps
34 where residents put items on their curbs.

35
36 Councilor Vaaler recalled Larry Nixon had stated the initial motivation was to keep
37 people from dumping trash into abandoned lots. She noted that the yard debris can pile
38 up very quickly in the summer. Bedell stated he recently learned that some land owners
39 are hiring services to patrol their lands.

40
41 Tom Lauritzen stated he thought last year was an anomaly. He wondered what
42 changed. Helen Anderson noted the event was advertised in other localities.

43
44 The Commission discussed ideas for an event. Bennett asked Urban to send
45 information on a Buy-Sell-Trade event.

1 Bennett noted there was not much time left to plan. Manager Beaucaire stated Dahl
2 was willing to help manage the event. Bedell indicated there was a big problem with
3 overnight dumping. Manager Beaucaire stated Dahl was suggesting a one-day event.
4

5 Bedell moved to advertise a City Yard Sale Day and to have one day for Dahl-assisted
6 collection coordinated with the City Yard Sale Day: Aye – 5; No – 0.
7

8 Groth took over the meeting as Bennett has to leave at 4:00 pm.
9

10 **V. New Business**

11 **A. Review Public Works CIP Report**

12 McClung explained the first page of his Project Management Report was a master list of
13 Public Works CIP projects. He noted the time frame of the report and the expectation
14 that it could be used to manage when payments need to be made.
15

16 McClung handed out a consolidated project sheet for the upcoming E 2nd Street project.
17 He stated the consolidated report contains elements from all four areas of water,
18 wastewater, storm drains, and streets. McClung noted the project will span two years,
19 with the first year being for analysis and engineering and the second year for bidding
20 and construction. McClung indicated the reports will be monthly.
21

22 **VI. Other Business**

23 **A. From the Commission - none**

24 **B. From the Floor**

25
26 Lauritzen asked if there was any thought given to what would happen if Lincoln County
27 were to place a quarantine on people coming to the Coastal Communities which would
28 mean that there would be no food and beverage tax or transient rental tax income.
29

30 Manager Beaucaire stated that should quarantines be established, all non-essential
31 work stops. She stated she is working to ensure all contracts allow for this situation with
32 pause work or termination clauses. Bedell asked if there was a plan that someone
33 could use should McClung or Buckwald not be available. McClung indicated the project
34 management reports will help with this concern. Manager Beaucaire stated there is a
35 plan for emergency contingencies. West clarified they are using the same engineering
36 firm, the engineer of record, for all projects. McClung added that they have options to
37 get other engineers.
38

39 Manager Beaucaire asked if McClung needed input from the Commission on the
40 Driftwood project. She noted there was a grant for the project and they needed to get
41 moving. Bedell reported he had not seen a scope of work for the project. McClung
42 indicated he would email it to Commissioners and that the item is on the agenda for the
43 next Parks and Commons Commission meeting. Anderson noted the exhibit was in the
44 February 11, 2020 packet. Councilor O'Shaughnessey asked about the grant and the
45 City contribution requirements. McClung indicated the grant is for \$100,000 with the
46 City covering costs above that amount, is good for two years, was awarded two months
47 ago. Anderson asked about the need for a two-lane road in that area. The Commission

1 discussed options for the Driftwood Lane. Groth noted there was additional parking as
2 part of the paving of the street. Groth clarified that Parks and Commons would discuss
3 the plan next week. McClung added that they will need to move the charging station.

4
5 Vaaler clarified with McClung that there are no compound water meters in the City.

6
7 With no further business before the commission, Groth adjourned meeting at 4:29 pm.
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13 _____
14 Bob Bennett, Chair

_____ Date

15 Minutes prepared by H.H. Anderson on April 29, 2020.