



**CITY OF YACHATS
PUBLIC WORKS & STREETS COMMISSION**

**MEETING SUMMARY MINUTES
City Hall, 441 Hwy 101 N, OR 97498
Tuesday, March 11, 2025**

- 1. Public Works & Streets Commission Meeting 2:00 pm**
- 2. Call to Order**
- 3. Roll Call**

Committee Members	P/A
Linn West, Chair	P
Don Groth, Vice Chair	P
Alex Cox	P
Bob Bennett	A
James Welch	P
Kevin Erdahl	P
Don Phipps	P

Staff Members	
Bobbi Price, City Manager	Kimmie Jackson, City Recorder
Neal Morphis, City Infrastructure Clerk	Dave Buckwald, Wastewater Lead
Rick McClung, Water Lead	Becca Parrish, Utilities Clerk

Audience
14

- 4. Announcements / Correspondence**
 - a. March 12, 2025, at 5 pm Community Input - Greater Commons Master Plan
- 5. Citizens' Concerns (5-Minute Limit)**
 - a. None
- 6. Reports**
 - a. Meeting Summary ([Information only](#))
 - b. Fire Dept Report - (Linn) Not at this time

- c. Emergency Preparedness Committee Report (Linn): Three members of the Emergency Preparedness Committee met with the fire department to discuss first aid and what will and will not be administered. CERT Classes will start in the Spring at OCCC. The spring demonstration of Nomad by Public Works is still *TBD*.
- d. [Public Works Report](#) The Public Works Leads gave a brief update on the February report, which included utilizing a pipe that was installed 24 years ago for future use; updates on the reservoir project, including a letter of interest for funding; ongoing budget discussions for the next fiscal year and the library's construction; and the addition that consumption reporting still faces issues with data retrieval from Springbrook.

Lead McClung reported that the water flow is doing well. Water revenue was higher than usual at this time of year, partly due to the changes affecting the revenue on the water side: the deletion of the two units for large users and the increase in vacation rentals.

- e. Finance Report - The [January reports](#) were reviewed; the February reports are not available yet.
- f. Finance Committee Report - No report at this meeting.

7. Current Business

- a. [Properties Septic Systems](#) The discussion focused on extending the City's sanitary sewer system to properties currently using septic systems or vacant lots. Wastewater Lead Buckwald presented maps showing the distances between existing sewer lines and properties, with some areas requiring 300-500 feet of new piping. Discussion continued around the challenges of implementing this project, including costs, terrain difficulties, and the need to incentivize homeowners to connect; one idea is to consider phasing the project, starting with areas that are easier to connect, and potentially collaborating with developers to extend lines. The commission also discusses the need to update City codes regarding mandatory connections and to research how other similar communities handle this issue.

Chair West asked for volunteers to investigate communities that require homeowners to connect to sewer if they are within a certain distance. He is particularly interested in knowing what that distance is. Commissioners Welch and Phipps agreed to look into it.

8. New Business

- a. City Manager Price gave a [Presentation](#) on Council Goals and Commissions' Roles and Responsibilities. Price explained the roles and responsibilities of the City Council, City Manager, Public Works Leads, City Recorder, and Commissioners. The presentation covered how different departments and commissions work together, the annual goal-setting and budgeting process, and the importance of commissioners as community connectors. It also reviewed the 2025 City Council goals for the year, focusing on infrastructure and achieving water sustainability.
- b. Streets - The need for funds - There have been discussions about implementing a \$10.00 monthly street fee added to water bills to fund street maintenance and repairs. The fee would generate approximately \$114,000 annually and include yearly CPI increases. The funds would be dedicated solely to Street and Storm Drain maintenance, repair, reconstruction, and planning. The streets department lacks dedicated funding, making it challenging to keep up with repairs and plan strategically. The proposed fee aims to address pothole issues identified as a top concern in a recent survey. Public Works Lead Buckwald explained that the current street budget is limited, with a significant portion going to pothole repairs and ditch cleaning. Public Works has identified several critical paving projects but can only fund a portion of them due to budget constraints. It was also noted that the fee could help with soft costs associated with applying for grants for larger infrastructure projects.

Motion:	The motion was made to move forward with presenting this proposal to the City Council, potentially adding visual examples of deteriorating streets to the presentation.			
Moved:	Don Phipps			
Seconded:	Jim Welch			
Ayes:	Welch, Erdahl, Phipps, Groth, West	Nays: 0	Absent: 1 - Bennett	Abstained: 1 - Cox
Passed:	5/2			

9. Adjourn City Council Meeting 4:33 pm

Minutes prepared by: Kimmie Jackson, City Recorder