1. Agenda

   Documents:

   2017-12-12 Public Works And Streets Agenda.pdf

2. Meeting Materials

   Documents:

   2017-11-14 Public Works Minutes DRAFT.pdf
   2017-11-30 Financial Report.pdf
   2017-12-12 Public Works Department Report.pdf
   2017-12-12 Septic Tank Locations.pdf

CITY OF YACHATS

PUBLIC WORKS & STREETS COMMISSION MEETING

441 Hwy 101 N., Yachats Commons, Room 1

Tuesday, December 12, 2017 at 3:00pm

AGENDA

I. Meeting called to order

II. Minutes of November 14, 2017

III. Reports
- A. South Tank Project
- B. Public Works Department
- C. Emergency Preparedness Committee
- D. Solid Waste District Advisory Council
- E. Financial Report

IV. Business

- A. Election of Commission members — VOTE

V. Other Business
- A. From the Commission
- B. From the Floor

Next Meeting Tuesday, January 9, 2018 at 3:00 P.M.

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review at City Hall, or on the City website at www.yachatsoregon.org .

In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541- 547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance. Posted: 07/05/17

City of Yachats

PUBLIC WORKS & STREETS COMMISSION

November 14, 2017

Minutes

John Moore called the November 14, 2017 regular meeting of the Public Works and Streets Commission to order at 3:00 pm in Room 1 of the Yachats Commons. Members present: Doug Johnson, Don Groth, John Moore, Rick Haynes, Tom Bedell, Larry Nixon. Absent: Marc Courtenay. Staff present: City Manager Shannon Beaucaire, Water Plant Lead Rick McClung, Waste Water Plant Lead Dave Buckwald. Audience: 3.

I. Minutes

Commissioner Haynes moved to approve the October 10, 2017 minutes: Aye – 6; No – 0.

II. Reports

A. South Tank Project

Water Plant Lead Rick McClung reported the South Tank Project summarized the history of the project going back to 2011. The Public Works Director at that time chose a parcel that was at an elevation of 285 feet. However, the current main reservoir is at 240 feet. This difference means water would need to be pumped up to the South Tank to fill it. The project was dormant until 2014 when a new Public Works Director was hired. The Director chose Civil West as the Project Engineer. The Director left in 2016 and McClung assumed charge of the project. The project was sent out for bids and came in at $1.6 million. Questions arose over where a pump station could be built. McClung examined all of the components needed if pumping the water up to the tank were necessary, including the implementations of a SCADA system and more complicated valves. He noted a tank at an elevation of 220 feet would eliminate the need for pumping and significantly reduce costs. The City found another property at the desired elevation. With the property purchase and additional engineering costs, the project was then estimated to be $1.26 million.

McClung reported there has been a $200,000 change order and there are additional orders being added, brining the total cost to $1.6 to 1.7 million. McClung stated he has been looking for ways to save money. One idea would be to eliminate the storm drainpipe running down Crestview and to direct water under the road in its current drain line. McClung also believed there could be changes in the water pipe going under Highway 101. These changes could save $200,000 to 300,000. He noted the storm drain line on Crestview and the larger water line could be done in the future.

Moore asked if these proposed changes are in the loan request. McClung noted these items were added to the loan and could be removed. McClung noted the water line is undersized at six inches. He indicated this size would result in restricted flow to homes if several fire hydrants south of the bridge were opened. Groth clarified the water line in question both fills and empties the tank. McClung was uncertain about the contract between the contractor and the engineers and what could be eliminated.

McClung reported the contractor is preparing the site for soil nail drilling and has improved the site for drainage.

Moore asked Commissioners about postponing the water line increase from six to eight inches and the installation of the storm water drain pipe. Nixon believed the priority is in getting the tank in. Johnson was agreeable to the proposed changes. Haynes raised the question of water lines for fire flows being tied into state insurance rates. He believed a six-inch line would be adequate for fire protection standards given the anticipated usage in that area, but suggested checking this flows with an hydraulic model. Groth asked how far south the City has to supply fire hydrants. McClung stated the last hydrant is at Windy Way.

Buckwald added there was discussion of adding a sewer line to the ditch along Crestview. He asserted the sewer line could be better planned if it were done later and could be combined with installation of storm drains and large water lines.

Groth asked about the slide issue around drainage. McClung indicated that as long as the design met the 100-year storm criteria, drainage should be adequate. He noted the Planning Commission had required the 100-year storm level. Haynes noted the pipes may meet the 100-year criteria but the channel may be different. McClung worried the ditch along the road would weaken the area. Manager Beaucaire recalled a conversation about the current pipe being adequate only if the area were constantly monitored for blockage. Groth believed Beaucaire was referring to a different pipe. McClung Clarified there is a pipe on the south side of the tank area entry road (12-inch) and another going under Crestview (24-inch). Haynes was curious as to whether the contractor has already purchased the pipe. Commissioners discussed whether they needed to be involved in decisions on this particular issue going forward.

B. Public Works Department

Wastewater Plant Lead Dave Buckwald noted they treated about 1.3 million more gallons than they produced, and he would focus on getting this amount down in the next fiscal year. He highlighted items in his report, including DEQ’s plans to complete the plant’s permit renewal by the end of 2018. They are expecting the backhoe to arrive the week after Thanksgiving, and they found a five-yard dump truck in Portland, which they will inspect on November 15, 2017. Nixon expressed great favor with the inline DT466 engine. Buckwald noted Public Works has not been able to start their drainage program without a dump truck. Buckwald indicated he has identified nine septic systems so far. They have made repairs on the Kubota tractor, mini-excavator, and backhoe. Nixon complimented Public Works on using the current equipment to its maximum potential. Buckwald noted they are continuing updates and adding equipment to the emergency containers.

Groth noted the rainfall report needed to be changed from September to October.

C. Emergency Preparedness Committee

Nixon reported two new people have joined the Committee, and the Committee is looking at options for a new time to meet. He reported Jenny Demaris from Lincoln County Emergency Management will be presenting on January 4, 2018, 2-4 pm about expectations on the County and State levels, what can be done in-house, and writing the Emergency Plan.

D. Solid Waste District Advisory Council

Nixon reported the County is now assessing Japan as a place to send recycled plastics. He noted the expectation is that China will cease receiving recyclables in January 2018, and some recycling will need to go to landfills.

E. Financial Report – no comments

III Business - none

IV. Other Business

A. From the Commission – none

B. From the Floor – none

With no further business before the commission, Moore adjourned meeting at 3:49 pm.

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John Moore, Chair Date

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Minutes prepared by H.H. Anderson on November 21, 2017.

FUND-600 CITY INFRASTRUCTURE
DEPT-121 STREETS

11/01/17 THRU 11/30/17

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	R E V E N U E S					
3-01-0101	CASH CARRY FORWARD	--	--	--	--	0
	REVENUE					0
3-30-1500	INTEREST EARNED	--	--	--	--	0
3-30-4650	STATE HIGHWAY ALLOCATION	44,000	3,694.41	19,224.08	24,775.92	44
3-30-4852	TEMP INVEST EARNINGS	--	--	--	--	0
3-30-4861	OPS TRANS FROM GEN FUND	--	--	--	--	0
	REVENUE	44,000	3,694.41	19,224.08	24,775.92	44
3-60-4861	OP TRANSFER GENERAL FUND	16,600	--	16,600.00	--	100
	OPERATING TRANSFERS	16,600		16,600.00		100
T O T A L DEPT 121 R E V E N U E		60,600	3,694.41	35,824.08	24,775.92	59
	E X P E N S E S					
5-10-5160	ALLOCATED LABOR	27,000	1,439.72	16,109.56	10,890.44	60
	PERSONNEL SERVICES	27,000	1,439.72	16,109.56	10,890.44	60
5-20-5222	INSURANCE	1,400	--	3,176.75	1,776.75-	227
5-20-5311	EQUIPMENT LEASE	--	--	--	--	0
5-20-5312	EQUIP-FUEL/TIRES/PARTS	4,000	344.42	1,287.76	2,712.24	32
5-20-5313	EQUIPMENT REPAIR	1,500	--	174.32	1,325.68	12
5-20-5317	TOOLS & SMALL EQUIPMENT	200	79.98	5,782.26	5,582.26-	891
5-20-5341	PLANT/SYSTEM OPERATIONS	500	63.68	1,337.55	837.55-	268
5-20-5353	MOWING/OTHER SERVICES	22,000	2,413.00	11,052.99	10,947.01	50
	MATERIALS AND SERVICES	29,600	2,901.08	22,811.63	6,788.37	77
5-40-7921	STREET IMPROVEMENTS	--	--	--	--	0
	CAPITAL OUTLAY					0
5-60-7126	INTERFUND TRANS: CAP RSRV	4,000	--	4,000.00	--	100
	INTERFUND TRANSFERS	4,000		4,000.00		100
	TOTAL PERSONAL SERVICES	27,000	1,439.72	16,109.56	10,890.44	60
	TOTAL MATERIAL & SERV	29,600	2,901.08	22,811.63	6,788.37	77
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	4,000		4,000.00		100
T O T A L DEPT 121 E X P E N D I T U R E		60,600	4,340.80	42,921.19	17,678.81	71

CITY OF YACHATS
REVENUE/EXPENDITURE REPORT
11/01/17 THRU 11/30/17

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	R E V E N U E S					
3-01-0101	CASH CARRY FORWARD	--	--	--	--	0
	REVENUE					0
3-30-4342	STORM DRAIN IMPROVEMENTS	--	--	--	--	0
	REVENUE					0
3-60-4861	OP TRANSFER FROM GENERAL	12,800	--	12,800.00	--	100
	OPERATING TRANSFERS	12,800		12,800.00		100
T O T A L DEPT 130 R E V E N U E		12,800		12,800.00		100
	E X P E N S E S					
5-10-5160	ALLOCATED LABOR	4,800	319.94	1,415.68	3,384.32	29
	PERSONNEL SERVICES	4,800	319.94	1,415.68	3,384.32	29
5-20-5317	TOOLS & SMALL EQUIPMENT	500	--	82.30	417.70	16
5-20-5341	PLANT/SYSTEM OPERATIONS	7,500	--	738.14	6,761.86	10
	MATERIALS AND SERVICES	8,000		820.44	7,179.56	10
	TOTAL PERSONAL SERVICES	4,800	319.94	1,415.68	3,384.32	29
	TOTAL MATERIAL & SERV	8,000		820.44	7,179.56	10
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER					0
T O T A L DEPT 130 E X P E N D I T U R E		12,800	319.94	2,236.12	10,563.88	17

CITY OF YACHATS
REVENUE/EXPENDITURE REPORT
11/01/17 THRU 11/30/17

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	R E V E N U E S					
3-01-0101	CCF WATER FUND	--	--	--	--	0
	REVENUE					0
3-30-1500	INTEREST EARNED	--	--	--	--	0
3-30-4310	WATER/SEWER SERVICE	590,000	53,272.22	278,759.58	311,240.42	47
3-30-4312	CAPITAL RESERVE FEES	40,000	3,446.31	18,726.46	21,273.54	47
3-30-4320	INSTALLATION CHARGES	2,000	400.00	2,707.67	707.67-	135
3-30-4342	WATER IMPROVEMENTS	--	--	--	--	0
3-30-4450	FEES: CREDIT CARDS	3,000-	--	1,579.41-	1,420.59-	53
3-30-4852	EARNINGS FROM TEMP INVEST	--	--	--	--	0
	REVENUE	629,000	57,118.53	298,614.30	330,385.70	47
T O T A L DEPT 160 R E V E N U E		629,000	57,118.53	298,614.30	330,385.70	47
	E X P E N S E S					
5-10-5160	ALLOCATED LABOR	338,500	24,183.16	101,530.35	236,969.65	30
	PERSONNEL SERVICES	338,500	24,183.16	101,530.35	236,969.65	30
5-20-5210	DUES/MEMBERSHIPS/FEES	1,200	--	557.00	643.00	46
5-20-5222	INSURANCE	10,000	--	14,566.10	4,566.10-	146
5-20-5240	OFFICE MATERIALS/SUPPLIES	4,800	3,824.76	4,938.74	138.74-	103
5-20-5251	OFFICE PHONE/CELL/DSL	9,000	876.96	4,442.04	4,557.96	49
5-20-5253	POSTAGE	5,000	1,300.00	1,429.95	3,570.05	29
5-20-5255	EDUCATION & TRAINING	1,500	77.50	884.96	615.04	59
5-20-5258	ENGINEERING SERVICES	1,000	--	137.00	863.00	14
5-20-5259	IT VENDOR SUPPORT	3,500	--	895.84	2,604.16	26
5-20-5260	PROFESSIONAL SERVICES	5,000	--	5,846.44	846.44-	117
5-20-5261	AUDITOR	6,000	--	2,000.00	4,000.00	33
5-20-5270	TRAVEL	1,000	--	631.91	368.09	63
5-20-5311	EQUIPMENT LEASE	1,500	155.31	858.84	641.16	57
5-20-5312	EQUIP-FUEL/TIRES/PARTS	2,000	547.76	2,259.30	259.30-	113
5-20-5313	EQUIPMENT REPAIR	3,500	1,383.94	2,617.93	882.07	75
5-20-5317	TOOLS & SMALL EQUIPMENT	1,000	589.96	882.48	117.52	88
5-20-5330	BUILDING OR LAND MAINTEN	5,000	522.85	915.22	4,084.78	18
5-20-5335	CUSTODIAL SUPPORT/SUPPLY	500	66.00	207.00	293.00	41
5-20-5341	PLANT/SYSTEM OPERATIONS	--	--	--	--	0
5-20-5342	PLANT UTILITIES	21,000	1,704.33	8,586.02	12,413.98	41
5-20-5344	PLANT & SYSTEM MAINT	--	--	--	--	0
5-20-5351	MAIN PLANT PARTS	3,000	60.34	3,153.58	153.58-	105
5-20-5352	MAIN PLANT CONSUMABLES	9,000	12.98	5,129.73	3,870.27	57
5-20-5353	MAIN PLANT OUTSIDE SVCS	37,000	99.50	12,783.82	24,216.18	35
5-20-5361	DISTRIBUTION SYSTEM PARTS	10,000	856.04	7,558.70	2,441.30	76
5-20-5362	DISTRIBUTION SYS CONSUMAB	1,500	1,197.84	1,757.29	257.29-	117
5-20-5363	COLL/DIST SYS OUTSIDE SVC	1,000	492.84	6,135.72	5,135.72-	614
5-20-5440	OFFICE EXPENSES - OTHER	3,000	74.95	500.23	2,499.77	17
5-20-5470	EQUIPMENT REPAIR/MTC	--	--	362.50	362.50-	0
	MATERIALS AND SERVICES	147,000	13,843.86	90,038.34	56,961.66	61
5-50-5800	CONTINGENCIES	17,500	--	--	17,500.00	0

FUND-600 CITY INFRASTRUCTURE
DEPT-160 WATER TREATMENT PLANT

11/01/17 THRU 11/30/17

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	OTHER USES	17,500			17,500.00	0
5-60-7126	INTERFUND TRANS: CAP RSRV	78,000	--	78,000.00	--	100
5-60-7129	INT TRANS -RESTRICT RESER	43,000	--	43,000.00	--	100
5-60-7131	INT FUND -STREET CAPITAL	5,000	--	5,000.00	--	100
	INTERFUND TRANSFERS	126,000		126,000.00		100
5-70-5720	INTEREST PAYMENTS	--	--	--	--	0
5-70-7630	PRINCIPAL PAYMENTS	--	--	--	--	0
5-70-7635	FEE: DEBT SERVICE	--	--	--	--	0
	DEBT SERVICE					0
	TOTAL PERSONAL SERVICES	338,500	24,183.16	101,530.35	236,969.65	30
	TOTAL MATERIAL & SERV	147,000	13,843.86	90,038.34	56,961.66	61
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	143,500		126,000.00	17,500.00	88
T O T A L DEPT 160 E X P E N D I T U R E		629,000	38,027.02	317,568.69	311,431.31	50

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	R E V E N U E S					
3-30-4690	GOVERNMENT SOURCES/OTHER	1,100,000	--	--	1,100,000.00	0
	REVENUE	1,100,000			1,100,000.00	0
3-60-4810	URBAN RENEWAL TRANSFER	--	--	--	--	0
	OPERATING TRANSFERS					0
T O T A L DEPT 168 R E V E N U E		1,100,000			1,100,000.00	0
	E X P E N S E S					
5-10-5160	ALLOCATED LABOR	20,000	1,970.29	6,591.51	13,408.49	33
	PERSONNEL SERVICES	20,000	1,970.29	6,591.51	13,408.49	33
5-20-5278	DESIGN & ENGINEERING	--	6,052.53	20,516.17	20,516.17-	0
5-20-5282	ADDITIONAL SERVICES	--	--	--	--	0
5-21-5800	CONTINGENCIES	--	--	--	--	0
	MATERIALS AND SERVICES		6,052.53	20,516.17	20,516.17-	0
5-40-7921	CAP OUT: INFRASTRUC SYS	1,180,000	106,925.19	264,369.99	915,630.01	22
	CAPITAL OUTLAY	1,180,000	106,925.19	264,369.99	915,630.01	22
5-50-5800	CONTINGENCIES	--	--	--	--	0
	OTHER USES					0
	TOTAL PERSONAL SERVICES	20,000	1,970.29	6,591.51	13,408.49	33
	TOTAL MATERIAL & SERV		6,052.53	20,516.17	20,516.17-	0
	TOTAL CAPITAL OUTLAY	1,180,000	106,925.19	264,369.99	915,630.01	22
	TOTAL ALL OTHER					0
T O T A L DEPT 168 E X P E N D I T U R E		1,200,000	114,948.01	291,477.67	908,522.33	24

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
	R E V E N U E S					
3-01-0101	CASH CARRY FORWARD	--	--	--	--	0
	REVENUE					0
3-30-1500	INTEREST EARNED	--	--	--	--	0
3-30-4310	SEWER SERVICE	569,000	51,404.80	268,645.25	300,354.75	47
3-30-4312	CAPITAL RESERVE FEE	40,000	3,478.20	17,835.38	22,164.62	45
3-30-4320	INSTALLATION CHARGES	500	100.00	526.00	26.00-	105
3-30-4450	FEES: CREDIT CARDS	3,000-	--	1,579.42-	1,420.58-	53
3-30-4852	TEMP INVEST EARNINGS	--	--	--	--	0
3-30-4869	FINANCIAL SOURCES - OTHER	--	--	--	--	0
	REVENUE	606,500	54,983.00	285,427.21	321,072.79	47
T O T A L DEPT 170 R E V E N U E		606,500	54,983.00	285,427.21	321,072.79	47
	E X P E N S E S					
5-10-5160	ALLOCATED LABOR	295,800	25,729.52	114,842.79	180,957.21	39
	PERSONNEL SERVICES	295,800	25,729.52	114,842.79	180,957.21	39
5-20-5210	DUES/MEMBERSHIPS/FEES	300	--	3.00	297.00	1
5-20-5211	DEQ FEES	2,200	--	2,341.00	141.00-	106
5-20-5222	INSURANCE	14,000	--	16,022.78	2,022.78-	114
5-20-5240	OFFICE MATERIALS/SUPPLIES	7,200	3,886.51	5,162.10	2,037.90	72
5-20-5251	OFFICE PHONE/CELL/DSL	6,000	525.38	2,728.33	3,271.67	45
5-20-5253	POSTAGE	5,000	1,300.00	1,440.46	3,559.54	29
5-20-5255	EDUCATION & TRAINING	500	77.50	579.96	79.96-	116
5-20-5258	ENGINEERING SERVICES	5,000	--	--	5,000.00	0
5-20-5259	IT VENDOR SUPPORT	5,500	--	895.82	4,604.18	16
5-20-5260	PROFESSIONAL SERVICES	--	--	5,846.44	5,846.44-	0
5-20-5261	AUDITOR	6,000	--	2,000.00	4,000.00	33
5-20-5270	TRAVEL	100	--	151.14	51.14-	151
5-20-5311	EQUIPMENT LEASE	1,500	155.31	806.50	693.50	54
5-20-5312	EQUIP-FUEL/TIRES/PARTS	2,500	501.05	2,434.44	65.56	97
5-20-5313	EQUIPMENT REPAIR	9,000	1,084.67	2,270.57	6,729.43	25
5-20-5317	TOOLS & SMALL EQUIPMENT	1,000	17.99	519.19	480.81	52
5-20-5330	BUILDING OR LAND MAINTEN	1,500	522.85	1,044.76	455.24	70
5-20-5335	CUSTODIAL SUPPORT/SUPPLY	500	65.99	206.98	293.02	41
5-20-5341	PLANT/SYSTEM OPERATIONS	--	--	--	--	0
5-20-5342	PLANT UTILITIES	30,000	2,473.12	11,303.73	18,696.27	38
5-20-5351	MAIN PLANT PARTS	20,000	50.70	1,345.49	18,654.51	7
5-20-5352	MAIN PLANT CONSUMABLES	5,000	53.75	5,958.60	958.60-	119
5-20-5353	MAIN PLANT OUTSIDE SVCS	10,000	60.70	6,415.69	3,584.31	64
5-20-5361	COLLECTION SYSTEM PARTS	5,000	141.45	2,181.54	2,818.46	44
5-20-5362	COLL/DIST SYS CONSUMABLES	2,500	127.98	311.83	2,188.17	12
5-20-5363	COLL SYSTEM OUTSIDE SERVI	15,000	161.00	1,486.02	13,513.98	10
5-20-5470	EQUIPMENT REPAIR/MTC	--	--	362.50	362.50-	0
	MATERIALS AND SERVICES	155,300	11,205.95	73,818.87	81,481.13	48
5-40-5641	CAP OUT: EQUIPMENT	--	--	--	--	0
	CAPITAL OUTLAY					0

FUND-600 CITY INFRASTRUCTURE
DEPT-170 WW TREATMENT PLANT

11/01/17 THRU 11/30/17

ACCOUNT	DESC	BUDGET	MONTH-TO-DATE EXPENSE/REV	YEAR TO DATE EXPENSE/REV	UNEMCUMBERED BALANCE	%
5-50-5800	CONTINGENCIES	10,000	--	--	10,000.00	0
	OTHER USES	10,000			10,000.00	0
5-60-7126	INTERFUND TRANS: CAP RSRV	80,400	--	80,400.00	--	100
5-60-7129	INTERFUND TRANS-DEBT SERV	60,000	--	60,000.00	--	100
5-60-7131	INT FUND -STREET CAPITAL	5,000	--	5,000.00	--	100
	INTERFUND TRANSFERS	145,400		145,400.00		100
	TOTAL PERSONAL SERVICES	295,800	25,729.52	114,842.79	180,957.21	39
	TOTAL MATERIAL & SERV	155,300	11,205.95	73,818.87	81,481.13	48
	TOTAL CAPITAL OUTLAY					0
	TOTAL ALL OTHER	155,400		145,400.00	10,000.00	94
T O T A L DEPT 170 E X P E N D I T U R E		606,500	36,935.47	334,061.66	272,438.34	55

Date: December 8, 2017

To: Shannon Beaucaire, City Manager

From: Public Works

Re: November 2017 Public Works Report

Total Rain fall for the month of November 2017:	**10.83** inches
Total Water production:	**3,738,000** gallons
Total Wastewater treated:	**7,190,000** gallons

Streets:

- Installed and removed U.S. flags for Veterans Day.
- Strung pole lights and hung new banners.

Water:

- Plant maintenance.
- Removed fallen trees on road to Reedy Creek headworks.

Distribution Sys:

- Fabricated valve cover at Blackstone Reservoir.
- Replaced water service at Dollar General.

Sewer:

- Plant maintenance.

Sewer & Water CIP:

- Purchased a 2007 International 5-yard dump truck in Portland. $43,000
- John Deere backhoe is scheduled to be delivered the week of December 11th.

Collection Sys:

- Electrician repaired wiring issue at Quiet Water sewer pump station.
- Compiling letters notifying grease trap known owners of City inspections to begin after the new year starts.
- Working on the septic tank property location and sewer main extension map.

Storm Drainage:

- Compiled drainage cleaning list for 2017-18.

Parks & Commons:

- Picked up piles of brush for trails crew.

Public Works:

- Generator load testing by Contractor.
- Kubota tractor repair.
- Monitored P.U.D. power pole installation.
- Assisted roof inspection at the Commons.
- Purchased 1988 GMC bucket truck in Florence. $6,000
- Vehicle maintenance.
- Shop maintenance.
- Street light location mapping.

Hwy 101 Project CIP:

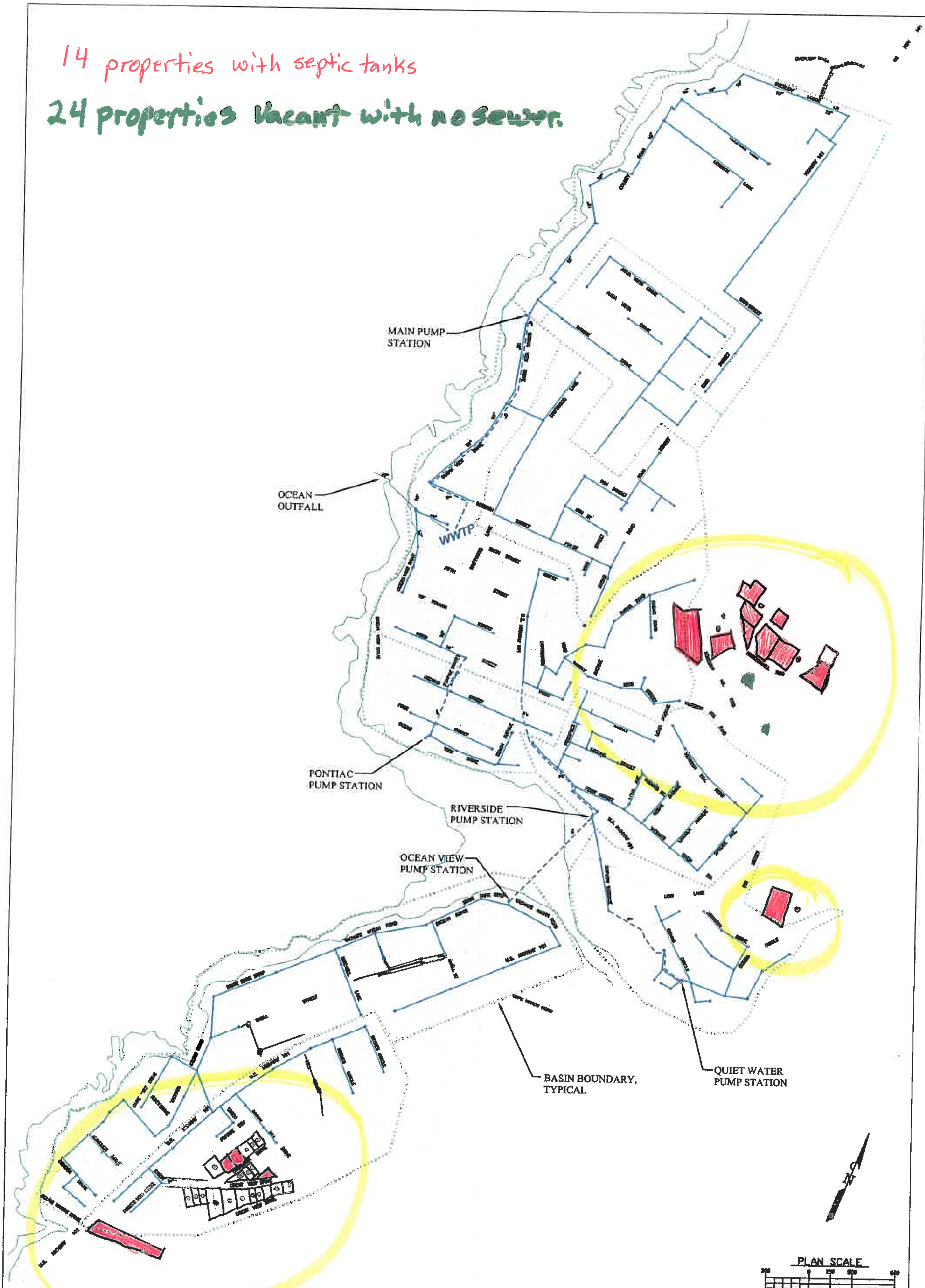
- Backfilled the retaining wall on the West side of Hwy 101 N. between 3rd & 4th St.

Emergency Containers:

- Built floor dollies for portable water treatment boxes.

14 properties with septic tanks

24 properties vacant with no sewer.



THE DYER PARTNERSHIP ENGINEERS & PLANNERS DATE: FEB., 2002 PROJECT NO.: 0510.03	CITY OF YACHATS EXISTING WASTEWATER SYSTEM & BASINS	FIGURE NO. 3.2.1