

1. 3:00 P.M. Agenda

Documents:

[2019-08-13 Public Works And Streets Agenda.pdf](#)

2. Meeting Materials

Documents:

[2019-07-09 Public Works Minutes.pdf](#)

[2019-08-01 Public Works Report.pdf](#)

[Clean Sweep Selected Changes.pdf](#)



CITY OF YACHATS

PUBLIC WORKS & STREETS COMMISSION MEETING

441 Hwy 101 N., Yachats Commons, Room 1

Tuesday, August 13, 2019 at 3:00pm

AGENDA

- I. Meeting called to order
- II. Minutes of July 9, 2019 meeting
- III. Reports
 - A. Public Works Department
 - B. Emergency Preparedness Committee
 - C. Solid Waste District Advisory Council
 - D. Financial Report
- IV. Current Business
 - A. Utility Billing System Update
 - B. Complete Evaluation of Clean Sweep
- V. New Business
 - A. Update On Paving Projects
 - B.
- VI.
 - A. Other Business
 - B. From the Commission
 - C. From the Floor

Next Meeting Tuesday, September 10, 2019 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 8/7/19





City of Yachats
PUBLIC WORKS & STREETS COMMISSION

July 09, 2019
Draft Minutes

I. Call to Order

Chair Bob Bennett called the July 09, 2019 regular 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, Tom Bedell, Ann Stott, Ron Urban, and Larry Nixon, Tom Fisher and Don Groth. Absent: none. Staff present: Wastewater Plant Lead Dave Buckwald and Water Treatment Plant Lead Rick McClung. Council Present: Leslie Vaaler. Audience: 3.

Bennett welcomed Councilor Leslie Vaaler and explained she would be attending Public Works and Streets Commission meetings to act as a liaison and to answer questions.

II. Minutes of June 11, 2019

Commissioner Nixon moved to approve the June 11, 2019 minutes as amended: Aye – 7; No – 0.

III. Reports

A. Public Works Department

Wastewater Plan Lead Dave Buckwald highlighted:

1. The crew spent two and one-half weeks on cleaning ditches and clearing the area
2. A six-inch water line under the bridge was starting to separate and was repaired
3. The headworks panel shorted out and an electrician repaired
4. The crew used CCTV on E 3rd Street
5. The waterline from Reedy Creek to the treatment plant was inspected and the crew refurbished air relief valves on the high spots
6. Whale Tail Park was serviced and is running
7. The crew spent many hours on City beautification (painting) prior to the 4th of July
8. The crew replaced 9 water valve cans on Ocean View Drive in anticipation of paving

Water Plant Lead Rick McClung reported the supply from Reedy and Salmon creeks was around 400 cfm, and water restrictions start at 270 cfm. Bennett clarified that the City used about 275,000 gallons for the 4th of July period. McClung indicated he would keep the reservoirs full during the summer, which means the plant will run over the weekends.

McClung reported the crew was currently cleaning the Reedy Creek headworks. He reported Salmon creek has increased its flow so that Reedy and Salmon are now close in flow rates.

1
2 **B. Emergency Preparedness Committee**

3 Nixon reported that the Committee reviewed a flow chart on the table top exercise prepared by
4 Bob Bennett and Robert Jaegge from the Fire Department. He added they were still working on
5 getting a table at the Farmers Market.
6

7 Bennett reported Lincoln County has an app for cell phones about getting community
8 notifications specific to Yachats. Bennett explained this app is separate from the County alerts
9 and explained one signed up by texting "Yachats" to 888-777.
10

11 **C. Solid Waste District Advisory Council**

12 Nixon reported there was not a meeting in June 2019.
13

14 **D. Financial Report**

15 Bennett asked the Minutes Recorder when the new accounting software would have reports.
16 Anderson was not certain but expected it should happen soon.
17

18 Bennett noted revenues for Streets ended with a \$50,000 carryover for the next year. He noted
19 \$97,000 was budgeted and approximately \$76,000 was expended. Bennett stated unspent funds
20 would be carried over. Bennett noted income was budgeted at \$606,000 and \$650,000 has been
21 collected.
22

23 Bennett stated they only contributed \$41,000 to capital reserves in water.
24

25 Commissioner Groth noted the balance of \$210,000 on the sheet for the water tank project was
26 actually spent prior to the inception of tracking in this fund and the Finance Committee would
27 discern where this money should be allocated to.
28

29 Bennett noted wastewater had the same issues around capital reserves as did the water fund.
30

31 Bennett summarized that the Commission wanted the same level of detail in future reports.
32

33 **IV. Current Business**

34 **A. Utility Billing System**

35 Bennett reported McClung, Manager Beaucaire and himself will have a phone conference with
36 the water rate study company. He was not certain of the role the Commission would play.
37 Bennett noted the Commission may get options back from the water rate study that would need
38 to be turning into actual implementation. Bennett asserted that a new system would need some
39 way to audit the revenues on an annual basis. Commissioner Bedell asked if there would be a
40 way to compare revenues generated so that the current problem was not repeated. Bennett
41 indicated he would email Commissioners with a summary of the phone call
42

43 **B. Review of Clean Sweep**

44 Bennett stated he presented a summary of comments made about clean sweep. He noted he has
45 asked the City Manager to provide to him information on the costs when the City gets that
46 information from Dahl Disposal.
47

1 Bennett highlighted:

- 2 1. Large signs are needed out front indicating materials that will not be accepted
- 3 2. Be more aggressive about advertising the event is a City event and not a county event.
- 4 Bedell noted there was a non-local person who wanted to remove items. Commissioners
- 5 Fisher and Stott noted more people are needed to enforce the rules. Bennett added they
- 6 need to do more than they are currently doing to eliminate non-local people from
- 7 dropping off stuff.
- 8 3. Turn the traffic flow into one-way direction to better manage traffic.
- 9 4. Managing large trash items that are increasing the volume of trash brought in. The trash
- 10 bin was dumped on Friday and Saturday, and additional bins were needed on Monday.
- 11 Commission Urban reported the attitude of people bringing stuff was disappointing.
- 12 Bedell suggested asking people to provide a name and address. Stott suggested cutting
- 13 back the number of days. Bennett suggested moving the event to mid-week. Bedell
- 14 reported Thursday afternoon was as busy as Friday when Thursday was a setup day.
- 15 Bennett noted that if the event ended on Friday, Dahl could pick up the bins at the end of
- 16 the day. Nixon noted the event used to be used by local people but now is inundated by
- 17 weekend people and people outside of the city. Urban suggested that if the emphasis was
- 18 on local people, the event should not be held in the Summer.
- 19 5. Anderson suggested giving residents a ticket that must be used to drop off materials.
- 20 6. Bennett reported there was a tremendous amount of furniture brought in that rapidly
- 21 filled the trash bins. Bennett suggested St. Vincent DePaul and Goodwill could come
- 22 select furniture they could resale.
- 23 7. Three shifts of three people each would be easier on the volunteers. Possibly have
- 24 someone onsite until 8:00 pm to dissuade people from illegal dumping.
- 25 8. Groth stated someone suggested using temporary fencing.
- 26 9. Stott asked if not having the event was an option.

27
28 Bennett indicated he would redraft the suggestions and send to Commissioners. At the next
29 meeting Commissioners could decide on the best approaches to proceed with in the future.

30
31 Anderson noted Public Works had two crew members working all day Monday to clean up.
32 Buckwald added that the crew brought a generator and shop vac over to clean up the broken
33 glass.

34 35 **V. New Business**

36 **A. Request for City Staff**

37 Bennett explained the new form Chairs are to complete for making staff requests. Bennett added
38 that individual Commissioners should not be directly making demands of staff.

39 40 **C. Communication with City Council**

41 Bennett explained that if the Commission wanted the Council to take action on any issue, he
42 needed to complete an agenda item action form.

43
44 Councilor Vaaler stated she would give her best effort at summarizing the Council's position and
45 she was available for answering questions.

46 47 **VI. Other Business**

1 **A. Other Business**

2 **B. From the Commission**

3 Stott asked about getting a tour of the Public Works Facilities. Bennett suggested July 26, 2019
4 at 1:00-2:30 pm for the water plant and 2:30-4:00 pm for the wastewater plant, with the next
5 scheduled not before September 2019.

6
7 **C. From the Floor – none**

8
9 With no further business before the commission, Bennett adjourned meeting at 4:25 pm.
10
11
12
13

14 _____
15 Bob Bennett, Chair

Date

16
17 Minutes prepared by H.H. Anderson on August 5, 2019.

Date: July 31, 2019
To: Shannon Beaucaire, City Manager
From: Public Works Department
Re: July 2019 Public Works Report

Rain fall at Yachats Public Works:

	<u>Inches</u>			
Year	2019	2018	2017	2016
July	0.75	0.06	0.11	1.64
Rain year to date:	34.66	36.33	52.61	30.87

Total water production: **5,134,700** gallons Water loss efficiency: **90.5 %**

Total wastewater treated: **4,307,000** gallons

The following is a list of what was done by Public Works staff outside of normal operations:

Streets:

- Side arm mowing on Gimlet and other right-of-way.

Drainage:

- Side-arm mowing and brush cutting in ditches.

Water:

- Plant maintc.
- Installed new intake at the Reedy Ck headworks.
- Road maintc. to Reedy Ck.
- Removed six loads of used river rock from Reedy Ck. to the City fill site.

Distribution Sys:

- Repaired water leak on E. 2nd St.
- Meter maintc.
- Meter reading.
- Fire hydrant painting.
- Installed new water meter service on Cape Ranch Rd.
- Installed new bollards next to fire hydrant at the skate park.
- Repaired water service on 1st St.
- Inspected PRV on Hanley & Radar water line.
- Installed eight radio read devices on meters.
- Sump pump installed at South Lincoln water connection vault.
- Repaired water leak on Shell St.
- Repaired water leak on marine Drive.
- Installing a replacement fire hydrant on W. 6th St.

Sewer:

- Plant maintc.
- Electrician needed for headworks control panel.
- Electrician needed for overvoltage event.

Collection Sys:

- Degreased Main pump station.
- Manhole repair demonstration in Corvallis.

Public Works:

- Shop maintc.
- Fleet maintc.
- 4th of July sand clean-up.
- Workplace Violence Training at the Commons.
- Side-arm mower repaired (in house).
- Updated distribution maps.
- PW yard clean-up.
- Tour of Public Works facilities.
- Repaired Vac-truck (in-house).

Parks & Trails:

- Repaired hanging fence at ballfield backstop.
- Piles picked up for trails.

Sewer & Water CIP:

- Working on Pole Bldg. CIP
- Working on Vac truck RFP.
- Cut pavement for slide gate at Public Works.

Yachats Public Works and Streets Commission

Clean Sweep Selected Changes

Listed below are items from feedback and additional points suggested at the last meeting on this year's Clean Sweep. We agreed that each Commissioner would select their top 4 suggestions which would then be our report to the City Council. The City Manager collected the costs to put on Clean Sweep: Dahl - \$5,700; Staff - \$1,155. Total is \$6,855.

Please place a number between 1 to 4 next to the Suggestions you favor.

Suggestions:

Selection	Suggestion
	Place large signs stuck in traffic cones on what cannot be accepted.
	Place large signs stuck in traffic cones that this a CITY program not a COUNTY event. You must live in 97498 zip code.
	Better traffic management which might include running the street as one way.
	How to better manage such large trash items (it took 4 bins to handle it all)
	Change to 3 hour shifts with 3 shifts per day.
	Consider some kind of late monitoring of site to help minimize late evening dumping.
	Consider scheduling event mid-week rather than weekend to help reduce out of area dumping.
	Advertise this only via City publications so that fewer people outside of 97498 show up.
	If we continue accepting clothing try to organize a place to put them altogether.
	Do something similar for USABLE furniture.
	Need more volunteers
	Send residents a ticket to drop things off and without a ticket people cannot drop off.
	Stop accepting trash just yard waste, metal, electronics, and lights.
	Ask St. Vincent DePaul and Goodwill to stop by towards the end to see if they will take anything.
	Use temporary fencing to restrict access
	Cancel Clean Sweep
	Schedule volunteers as a cleanup crew after the event.