

1. Agenda

Documents:

[2019-09-10 Public Works And Streets Agenda.pdf](#)

2. Meeting Materials

Documents:

[2019-08-13 Public Works Minutes.pdf](#)



CITY OF YACHATS

PUBLIC WORKS & STREETS COMMISSION MEETING

441 Hwy 101 N., Yachats Commons, Room 1

Tuesday, September 10 2019 at 3:00pm

AGENDA

- I. Meeting called to order
- II. Minutes of August 13, 2019
- III. Reports
 - A. Public Works Department
 - B. Emergency Preparedness Committee
 - C. Solid Waste District Advisory Council
 - D. Financial Report – Not available Yet
- IV. Current Business
 - A. Utility Billing System Update
 - B. Update on paving projects
- V. New Business
 - A. Review Commission Members Position Renewal Dates
 - B. Action on Emergency Preparedness Budget Request
 - C. Possible Role for PWS Commission in Transportation Systems Study
 - D. Selection of Vice Chairperson
- VI.
 - A. Other Business
 - B. From the Commission
 - C. From the Floor

Next Meeting Tuesday, October 8, 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 9/6/19





City of Yachats
PUBLIC WORKS & STREETS COMMISSION

August 13, 2019
Draft Minutes

I. Call to Order

Chair Bob Bennett called the August 13, 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, Larry Nixon, and Tom Fisher. Absent: Don Groth. Staff present: Wastewater Plant Lead Dave Buckwald and Water Treatment Plant Lead Rick McClung. Council Present: Leslie Vaaler. Audience: 2.

II. Minutes of July 9, 2019

Commissioner Urban moved to approve the July 9, 2019 meeting minutes as presented: Aye – 6; No – 0.

III. Reports

A. Public Works Department

Wastewater Plan Lead Dave Buckwald thanked Commissioners for taking the tour of the Public Works facilities.

Buckwald highlighted:

1. Cleaning Reedy Creek headworks
2. Extensive work was done on the distribution system
3. Replaced blown out fire hydrant on W 6th Street
4. Electrical work on headworks control panel for repeated issues
5. The plant had an overvoltage event that impacted the variable frequency drives (VFD). He noted a VFD that needed to be replaced. A new plug-n-play cost \$9,000 with \$1,500 for installation. The upgraded version of current VFD cost \$4,500. Buckwald asked if they could have this work be a capital project as the installed cost would be between \$5,000 and \$7,000. Bennett suggested Buckwald try to fit the item into another CIP that has been budgeted for FY19-20. Buckwald indicated they are trying to determine the cause of the 480-volt overages and the electrician was working with PUD to plan a way to assess the problem
6. Saw a demonstration of manhole repair.

Bennett clarified the water leak on Shell Street was near the Mitchell Drive end of the street.

1 **B. Emergency Preparedness Committee**

2 Bennett asked McClung about establishing a CIP budget and operational budget for Emergency
3 Preparedness. McClung indicated he would raise these issues with the Finance Committee at
4 their meeting on August 14, 2019. McClung noted the operational budget would include time
5 for staff, Councilor, Commissioner, and Committee Member training.
6

7 Bennett stated the Committee was looking at September 16, 2019 at 9:00 am for the tabletop
8 exercise on a hypothetical fire to test communications.
9

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

11 Commissioner Nixon reported stated the group was planning a tour of the trash processing and
12 transfer stations.
13

14 Nixon recalled he bought his first property in 1979 and reviewed his history of involvement with
15 planning for streets and parking in the City. He noted for 34-35 years he has served on
16 Commissions and Committees. He indicated he would be moving and resigning from his
17 volunteer work with the City. Commissioners indicated Nixon's contributions have been
18 invaluable and much appreciated.
19

20 **D. Financial Report**

21 Bennett noted the accountants were still working on getting financial reports from the new
22 software system.
23

24 **IV. Current Business**

25 **A. Utility Billing System**

26 McClung reported they have assembled a task force to work with the company that will be
27 reviewing the water rates. The task force was comprised of himself, Bob Bennett, Dave
28 Buckwald, the City Manager and the Mayor. He indicated they would have one more planning
29 meeting and then have a public meeting on the situation. He noted the City was currently adding
30 \$100,000 for CIPs and the task force was looking at a contribution of \$200,000 for CIPs. He
31 reviewed some of the expensive long-term CIP projects such as raw water storage. He noted the
32 possibility of getting "forgiveness loans."
33

34 Commissioner Bedell asked if the new rates would be implemented in a step-wise process.
35 McClung explained they would look at several options. Bennett suggested it would be January
36 2020 before any new rates could be implemented.
37

38 **B. Evaluation of Clean Sweep**

39 Bennett explained the sheet he distributed on Clean Sweep suggestions.

40 Rank Suggestion

- 41 2,4 Large signs on cones indicating what is accepted
42 1,2 Large signs noting this is a City program
43 1,4 Better traffic management
44 3,3,4,1 3 hour shifts at 3 shifts per day
45 4 Monitor at night
46 2,2,3 Schedule mid-week
47 4,2 Advertise only in city publications

- 3 Do something for usable furniture
- 1,4 Get more volunteers
- 1,1 Send residents a ticket
- 2,3 Stop accepting trash
- 3 Use temporary fencing

Bennett indicated he would prepare a summary of the feedback.

Several Commissioners were surprised at the high cost of the event. Councilor Vaaler recalled the cost of the brush bin at the sewer plant was around \$7,000 for the year. Nixon reviewed some of the history of the event. Bedell stated it would be great to have a comparison to what would happen if the items brought were illegally dumped elsewhere. Bennett suggested the recycling rule changes have resulted in much more trash being brought in. Nixon cited the changing nature of the community from largely a retirement community to one that is much more commercial also contributed to the type of materials brought to Clean Sweep. Commissioner Stott noted that no one put cancelling Clean Sweep as a top four suggestion.

V. New Business

A. Update on Paving Projects

McClung reported that W 1st Street drainage work has begun. He noted the workers are having to negotiate drain lines around the dense utilities in the Pontiac Street area. He indicated the plan is to be done with W 1st Street by Labor Day and to begin work on E 2nd Street after Labor Day.

McClung noted ODOT has redesigned their grant applications to be consistent with a Transportation Plan, noting factors such as priority of the projects. He indicated he has talked with ODOT about Yachats not having a Transportation Plan and hoped they would consider that factor in the application process. He also noted ODOT raised the maximum request from \$100,000 to \$150,000.

VI. Other Business

A. From the Commission

Bennett asked for information on Commission terms. Minutes Recorder Anderson stated Clerk Jackson has a record of who serves on what seat and expiration dates. She stated she would have Jackson get the information to Bennett.

B. From the Floor – none

With no further business before the commission, Bennett adjourned meeting at 4:01 pm.

Bob Bennett, Chair

Date

Minutes prepared by H.H. Anderson on September 2, 2019.