

1 City of Yachats
2 **PUBLIC WORKS & STREETS COMMISSION**

3
4 February 13, 2018

5
6 Draft Minutes
7

8 Chair John Moore called the February 13, 2018 regular meeting of the Public Works and
9 Streets Commission to order at 3:00 pm in Room 1 of the Yachats Commons. Members
10 present: Don Groth, John Moore, Rick Haynes, Tom Bedell, Larry Nixon, and Marc
11 Courtenay. Staff present: Water Plant Lead Rick McClung, Waste Water Plant Lead
12 Dave Buckwald. Audience: 1.
13

14 **I. Minutes**

15 Commissioner Groth noted Doug Johnson's term expired in December 2017 so he was
16 not absent. Moore noted the meeting date was January 9, 2018. Commissioner
17 Haynes indicated: (a) page 1, line 24 - "install the retaining walls" should be "place the
18 gravel", (b) page 1, line 27 - "they" should be "the contractor", and (c) page 1, line 33 -
19 "Mar" should be "March." Groth noted on page 3, lines 11-12 - "the section is about to"
20 should be "the barriers are about to."
21

22 Commissioner Courtenay moved to approve the January 9, 2018 minutes amended:
23 Aye - 6; No - 0.
24

25 **II. Reports**

26 **A. South Tank Project**

27 Water Plant Lead McClung reported the following:

- 28 1. The retaining wall has been completed.
- 29 2. The contractors for the next phase have arrived and are setting up equipment.
30 They will begin installing the pipes that need to go under the tank.
- 31 3. The contractor will bring in gravel to get to proper elevation for the tank pad.
- 32 4. The contractor will install a vault with an earthquake valve and check valve.
- 33 5. Work on the storm drain system will begin simultaneously.
- 34 6. The water line installation will begin in late March.
35

36 Haynes asked about the installation of a sewer line along Crestview. McClung indicated
37 the engineering has been done and cost projections are very high at approximately
38 \$150 per foot (roughly 1000 feet total). Waste Water Plant Lead Buckwald indicated the
39 sewer would require seven manholes (at an estimated cost of \$8,000 each), which are
40 needed because of the steep slopes. Due to costs, Buckwald and McClung were not
41 certain if the sewer component could be completed at this time. Commissioner Bedell
42 clarified the sewer line would be 8-inch. Buckwald reported they might get two
43 manholes in up to Overlook with the capital they currently have.
44

1 Courtenay asked if the spilled gravel had been addressed. McClung noted Clackamas
2 Construction bid the project in a lump sum without itemization. McClung explained the
3 various ways in which gravel will be used.

4
5 Courtenay asked about the planting of trees. McClung reported no work has been
6 started with planting. McClung noted the previous City Manager had indicated to the
7 engineers that the City was going to assume responsibility of planting the trees. Bedell
8 clarified there would be around fifteen trees. It was not certain who would select the
9 type of trees. McClung added they might want to think about the best time to plant
10 trees.

11
12 Moore asked when the sewer would be completed. McClung asserted the Finance
13 Committee needed to allocate the funds before they would know when the work could
14 be done.

15
16 McClung stated they had originally anticipated that using one contractor would save
17 money on the mobilization work; however, the primary contractor has indicated of the
18 work is going to be subcontracted in parts. Moore asked that they recheck mobilization
19 charges in the contract.

20 21 **B. Public Works Department**

22 Wastewater Plant Lead Dave Buckwald highlighted the crew re-established 1000 feet of
23 drainage ditches. McClung and Crewman Russ Roberts discovered a 2-inch line water
24 leak on Horizon Hill that was running at 75,000 gallons per minute.

25
26 Buckwald highlighted their plan for next four months is to complete the distribution
27 flushing, complete the Driftwood water line, finish drainage on 1st St, and get the culvert
28 on Hanley Terrace repaired. Buckwald was not certain of the extent of work needed the
29 for Hanley culvert.

30 31 **C. Emergency Preparedness Committee**

32 Courtenay reported Jim Adler proposed an evacuation route from Horizon Hill to Lobster
33 Valley using old logging roads as a basis. He noted there are many roads that were
34 established for heavy equipment in logging operations. Moore clarified the route would
35 be for both pedestrians and vehicles. Courtenay indicated they would have to negotiate
36 with a property owner for access from Horizon Hill to get access to Forrest Service
37 Road 5362. McClung noted the connection would be near the water reservoir in
38 Blackstone and estimated the distance to be 200 feet. Nixon summarized the history of
39 people in this area expecting that help would come from the valley.

40
41 Groth asked about the stability of Horizon Hill. Nixon noted Horizon Hill was built in the
42 1940s before seismic and geotech analyses were done. Courtenay noted current
43 thinking is that the valley is going to be so impacted that they will not be able to provide
44 assistance, due in part to expectations of a stronger earthquake.

1
2 Courtenay suggested they could get another supply container for use on the north end
3 of town. He added that Horizon Hill could serve as a staging area and helipad.
4 Courtenay noted the storage container near the old reservoir on Radar Rd is rusting out.
5 Courtenay added the previous City Manager had indicated Visitors Amenities Funds
6 could be used this purpose. Courtenay indicated Moore would discuss this issue with
7 Manager Beaucaire.

8
9 Courtenay reported the Committee is shortening its name to Emergency Preparedness
10 (formerly Emergency Planning and Preparedness).

11
12 Courtenay reported Bob Bennett was unanimously approved by the Committee for
13 appointment to the Emergency Preparedness Committee.

14 15 **D. Solid Waste District Advisory Council**

16 Nixon reported China would no longer accept recyclables, and the haulers are
17 continuing to explore other options. Nixon indicated Dahl wants to present their revised
18 plans at a Council meeting. Moore clarified Dahl will continue to accept recycling, but it
19 will not likely accept the full range of plastics 1 through 7. Trex was identified as a user
20 of plastic bags; however, their minimum acceptance load is 70 tons, which would
21 require 35 2-ton containers (requiring climate controlled storage).

22
23 Nixon noted Dahl is willing to do Clean Sweep at any time. Nixon suggested June 15-
24 17, 2018 for Clean Sweep (Father's Day weekend). Bob Bennett added they previously
25 tried to schedule the event before tourist season arrived.

26 27 **E. Financial Report** – included in the packet

28 Groth noted water is at 60% of revenues but allocated labor expenses are around 74%.
29 McClung indicated he would be discussing this issue with Finance at their next meeting,
30 as they would likely need to use contingency funds. Groth suggested they might want
31 to revisit rates to ensure they are collecting the correct amount. Bob Bennett noted
32 March, April, and May would show lower revenues due to fewer tourists.

33 34 **III Business**

35 **A. Volunteer Application for Bob Bennett**

36 Moore welcomed former Commissioner Bob Bennett.

37
38 Nixon moved to recommend to Council that Bob Bennett be appointed to the Public
39 Works and Streets Commission: Aye – 6; No – 0.

40 41 **B. CIP Budget – road paving for 2018-2019**

42 Moore summarized the FY17-18 CIP allocation for street paving would not be
43 completed before the end of the fiscal year, and would need to be rolled into the FY18-
44 19 CIP. Haynes asked how it was decided to pave the streets indicated in the summary

1 document. McClung explained a former Public Works Director created a pavement
2 condition index in 2014-2015 where every street was scored. The priorities were based
3 on this index score.

4
5 McClung summarized the expectation was that W 5th St and Beach Ave would be
6 compromised by the Highway 101 work, yet they were not. The following streets were
7 discussed:

- 8 1. Beach Avenue for \$17,100 does not need paving
- 9 2. Fifth Street West for \$14,200 does not need paving
- 10 3. First Street West for \$26,400 needs engineering work to address drainage
- 11 problems
- 12 4. Prospect Street for \$10,000 needs paving, especially to create additional
- 13 parking
- 14 5. Second Street East for \$38,200 needs paving
- 15 6. Cedar Avenue for \$16,800 has extensive alligatoring and needs paving.
- 16 Haynes speculated this street might have a lower priority as traffic is lower, but
- 17 McClung and Moore affirmed paving is needed
- 18 7. Third Street East for \$10,600 needs paving and a turnaround area at the east
- 19 end would benefit residents in that area
- 20 8. Fourth Street West for \$40,200 needs paving and will incorporate additional
- 21 parking on the west end
- 22 9. Third Street West for \$30,000 needs paving as it was cut into for a water line,
- 23 and it will need grinding in order to save the curbs.
- 24

25 Groth asked about completion of the street behind the 501 Building (actually Pontiac St
26 but is known locally as Driftwood). McClung expected the work to be completed by July
27 1, 2018.

28
29 Courtenay asked about the bottom of E 10th Street where it intersects with King St
30 where it has been gouged by garbage trucks and heavy equipment hauling trucks.
31 McClung noted the garbage trucks get very heavy and can damage pavement when
32 turning.

33
34 Haynes was not in favor of paving Driftwood/Pontiac at this time. Bedell asked if they
35 needed to prioritize the streets within the list. Moore suggested they wait to see how
36 close the costs come to the budget and address the prioritization issue then.

37
38 Haynes asked if all streets would be engineered. McClung indicated he was planning to
39 have two streets engineered. Haynes believed engineering should be done on all
40 streets because they are using public monies and a contractor needs to be held to
41 standards. Haynes suggested that streets that are paved without engineering should be
42 separated in contacts from those that have engineering. Haynes added that the
43 engineers could help assess the priority needs of each street. Courtenay agreed with
44 Haynes in wanting to set a precedent for having each of the streets engineered.

Commissioners discussed estimating the costs of engineering, roughly estimated to be 15%. Haynes suggested not using a lump sum contract with the pavers. He noted an itemized contract would allow for establishing a per-unit cost, which would be useful if changes or additions are required.

Moore stated he needed to take to the Finance Committee a list of streets to be paved in FY18-19. Moore noted Beach and W 5th Streets could be eliminated, and asked Commissioners if they wanted to include Driftwood/Pontiac.

Commissioners discussed how to allocate funds for engineering.

Groth summarized the total for was \$203,500, and adding 15% would result in \$234,025. Courtenay suggested increasing the total with engineering to \$240,000. Bedell noted they need some money for engineering in FY17-18. McClung clarified the engineering work for FY17-18 would not require an RFP and is realistic to get done.

Bedell asked who has responsibility if they run into shell middens. McClung indicated that would be the City's responsibility.

Courtenay moved to allocate \$203,500 for street paving in FY18-19 and to allocate \$36,500 in FY17-18 for engineering: Aye – 6; No – 0.

Commissioners agreed to postpone the remaining agenda to their March meeting.

IV. Other Business

A. From the Commission – none

B. From the Floor – none

With no further business before the commission, Moore adjourned meeting at 4:39 pm.

John Moore, Chair

Date

Minutes prepared by H.H. Anderson on March 5, 2018.