

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

3
4 October 9, 2018

5
6 Draft Minutes
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8 Chair Bob Bennett called the October 9, 2018 regular meeting of the Public Works and
9 Streets Commission to order at 3:00 pm in Room 1 of the Yachats Commons.

10 Members present: Larry Nixon, Tom Bedell, Bob Bennett, Don Groth, and Rick Haynes.

11 Absent: none. Staff present: Water Plant Lead Rick McClung and Wastewater Plant
12 Lead Dave Buckwald. Audience: 2.

13
14 **I. Minutes of September 11, 2018**

15 Note: Courtenay has resigned from Emergency Planning Committee and Public Works
16 and Streets Commission.

17
18 Commissioner Nixon moved to approve the September 11, 2018 minutes as amended:
19 Aye – 5; No – 0.
20

21 **II. Reports**

22 **A. Public Works Department**

23 Waste Water Plant Lead Dave Buckwald reported the crew filled pot holes,
24 reestablished drainage around Pacific View Drive, repaired a float that failed on the
25 200,000 reservoir, and poured a concrete pad that was now curing. Buckwald reported
26 they repaired the control panel at main pump station and came close to having to use
27 the bypass pump. He was pleased that the system worked out for that situation was
28 effective.
29

30 McClung estimated there would be one more week before calling off the water
31 restrictions. He noted creek flows were up with the Yachats River up to 50 cfs, above
32 the 30 cfs restriction trigger level.
33

34 Leslie Vaaler (205 Radar Road) reported the painted tsunami markers on the street are
35 slick when it gets wet. Buckwald indicated Public Works would look into it.
36

37 McClung reported they completed the installation of the blue lines. McClung reported he
38 has been attending FEMA and emergency management webinars to complete his
39 certifications.
40

41 McClung handed out the Westech Engineering proposal for the Water Master Plan. He
42 indicated it would take a one-year to one and one-half years to complete the Plan.
43 McClung reported the estimate was for \$73,000 for Master Plan and \$25,000 for the
44 Water Conservation Plan. He noted there was only \$85,000 in the FY18-19 CIP for this
45 project. He stated he was applying for a grant to cover some of the difference, but he
46 may have to go back to Finance to ask for more money.

1
2 McClung reported they have not heard if they got the grant for paving, but they have
3 funding to do priority paving of E 2nd Street, so he had engineers start the engineering
4 work for E 2nd.

5
6 McClung reported the 3rd Street water line project was scheduled to be done in-house in
7 this year, but the crew was already overscheduled and they have much deferred
8 maintenance to take care of. He noted part of their financial structure was to have FTE
9 hours capitalized. McClung indicated he and Buckwald added extra hours for the crew
10 to work on streets and storm drains this year as they were behind on maintenance.
11 However, he indicated they do not have enough reserves to take this approach again
12 next year. McClung stated they need to figure out how to get money for streets and
13 storm drains as there was no revenue stream for these activities. Bennett noted that
14 the Finance Committee typically addressed this type of issue.

15
16 Bennett noted they need to start planning for CIP projects for FY19-20 and do some
17 type of prioritizing. He suggested that when and how they get and spend the money is
18 the purview of the Finance Committee. Bennett wanted to start this CIP discussion at
19 the November 2018 meeting.

20
21 Bedell asked if the County had made any decision about overlays on Ocean View Drive.
22 McClung indicated he, the City Manager, and John Moore met with Roy Kinyon, Lincoln
23 County Public Works Director, and the Lincoln County Attorney about the settlement
24 agreement and transfer. He reported most items have been negotiated, but there was
25 one more property from which they need to get an easement agreement.

26
27 McClung reported the County would slip-line all the culverts at crossings and pave from
28 7th Street south. McClung reported there might be some money that comes with the
29 transfer from the 804 mitigation funds. McClung added that the City would be adopting
30 a parcel where the main pump station is (identified as Property1) and a small park
31 catty-corner to W 7th Street (identified Lot 26 (as Lot 26). McClung indicated the County
32 would install the barriers between the pedestrian and traffic lanes. He expected paving
33 to begin in May 2019. McClung suggested they could test arrangements with centerline
34 locations prior to having professional striping.

35
36 Haynes clarified that decisions on one-way streets had not yet been made. Haynes
37 reminded McClung that they were going to have the engineer propose plans that factor
38 in erosion. Bedell noted the issue of the County bus being able to make turns.

39 40 **B. Emergency Preparedness Committee**

41 Bennett reported they did not have a quorum at the last meeting, so they did not elect a
42 new Chair. He reported most of meeting was a discussion with Betty Johnston and Fire
43 Chief Frankie Petrick. Bennett explained Johnston has developed a presentation for
44 pre-school kids, which would give them a basic understanding of the issue around
45 evacuation and help them develop their own "go" kits. The Commission suggested she
46 start the seminars in Waldport at the elementary school. Johnston also introduced a

1 new version for OK/HELP window signs. He noted when you are hurt, you might not be
2 able to get up to put the sign in the window. The new sign would state something to the
3 effect of, "This household will need help in case of emergency." He noted this approach
4 was being used internationally. Bennett indicated he would try to get a copy of the sign
5 for the next meeting.

6
7 Bennett also reported there was conversation about having a seminar on how to live off
8 the land. He reported one of the Tribes has an expert in this area who might be willing
9 to develop a seminar.

10
11 Bennett stated that Chief Petrick did ask for a letter stating he would be the liaison
12 between the Fire District and Emergency Planning. Nixon added that they discussed
13 the new fire station and the connection to the trail.

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

16 Nixon reported the three haulers were getting comfortable with procedures at transfer
17 stations and the haulers would make presentations to cities next month.

18 19 **D. Financial Report**

20 Bennett noted both the water and waste water systems expenditures appear to be at
21 95% of the annual allotment. McClung noted they recently went through IT upgrades.

22
23 Bennett also noted building land maintenance seemed high. McClung stated he had a
24 tree fall on the fence at the plant. He added insurance would reimburse a significant
25 portion of that line item.

26 27 **III Business**

28 **A. Letter from PBW Chair to YRFD Chief regarding Official Liaison**

29 Bennett indicated he has not yet been able to connect with the Board to get them to
30 send a letter to Chief Petrick. He hoped the letter could be handled at the City Manager
31 level and not have to go before Council. He noted he would not be representing the
32 City, as he would only be representing the Emergency Planning Committee. He had
33 hoped the reference in the Emergency Planning minutes where he volunteered to be
34 the liaison would be sufficient, but Chief Petrick wants a formal letter. Haynes clarified
35 that Chief Petrick likely just wants a letter in her file to say Bennett was authorized to do
36 the work. Bennett indicated he would address the matter with the City Manager.

37 38 **B. Grant Application for additional Tsunami Signage**

39 Bennett reported he was notified of a grant opportunity for additional signage for the
40 tsunami routes. He noted the applications are due by November 18, 2018. Bennett
41 stated the amount granted would be based on the number and type of signs. Bennett
42 suggested the signs could be used for the staging areas, noting they still need to define
43 where these assembly areas should be.

44
45 Groth wanted clarification on the type of signs and where they would be placed.
46 Bennett indicated the Commission or Committee would have to figure that out. Groth

1 speculated locations on Crestview, Hill Court, possibly Cape Ranch Road, Horizon
2 Hill/Spruce Street, and King Street (at both ends). Bennett suggested they could ask for
3 eight signs.

4
5 **Bedell moved to direct the City Manger to proceed with applying for a grant from**
6 **DOGAMI to acquire tsunami assembly area signs: Aye – 5; No – 0.**
7

8 **IV. Other Business**

9 **A. From the Commission**

10 Bennett indicated he handed out a list of current CIPs relevant to Public Works and
11 Streets. He asked that Commissioners review this document and be prepared to start
12 delineating the process for estimating amounts and priorities among the projects.
13 Bennett noted his concerns that they need to find sources to fund these projects and
14 that they do not want to be reliant on above average tourist seasons for revenues.
15

16 Haynes noted the CIPs related to the water plant and raw water storage totaled over
17 three million dollars. McClung indicated that he told the Council that they needed to
18 move forward with documenting plans to get raw water storage for the City. McClung
19 reported there were different ideas for approaching raw water storage.
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21 **B. From the Floor - none**

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23 With no further business before the commission, Bennett adjourned meeting at 4:03 pm.
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28 _____
29 Bob Bennett, Chair

_____ Date

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31 Minutes prepared by H.H. Anderson on October 22, 2018.