

1 City of Yachats
2 **PUBLIC WORKS & STREETS COMMISSION**
3

4 December 11, 2018
5

6 Draft Minutes
7

8 Chair Bob Bennett called the December 11, 2018 regular meeting of the Public Works
9 and 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: James Sanders. Staff present: Water Plant Lead Rick McClung and
12 Wastewater Plant Lead Dave Buckwald. Audience: 2.
13

14 **I. Minutes of November 13, 2018**

15 Page 1, Line 45: "inspectors were required to do demolition" should be
16 "inspectors were required to do inspection of the demolition"

17 Commissioner Nixon moved to approve the November 13, 2018 minutes as amended:
18 Aye – 5; No – 0.
19

20 **II. Reports**

21 **A. Public Works Department**

22 Waste Water Plant Lead Dave Buckwald highlight the water and sewer flows were very
23 close at 4.47 million gallons for sewer and 4.94 million gallons for water. The Crew also
24 did miscellaneous pothole and sign repairs, cleaned culverts on E 2nd Street, cleaned up
25 at Reedy Creek, did fire hydrant maintenance and refurbishments, replaced 4 meters,
26 installed a 2" meter and backflow valve at Fistera, replaced UV lights, dismantled old
27 jetter motor, and got the CCTV line camera back.
28

29 **B. Emergency Preparedness Committee**

30 Nixon reported Tracy Crews attended the Tsunami Conference and returned with much
31 useful information. He noted Manager Beaucaire had been filtering through many
32 emails from Jenny Demaris. He reported the landslide map (SLIDO) from DOGAMI
33 would be out soon.
34

35 Commissioner Bedell indicated he heard the State has released readiness
36 assessments. Nixon reported the Salem Statesman Journal had reported on the issue.
37 Bennett added that he would be discussing with Parks and Commons to get a CIP for
38 an evacuation route crossing at Marine Drive and Highway 101. Commissioner Groth
39 recalled Crews indicated there might be grant monies for reinforcing trails for evacuation
40 purposes.
41

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

43 Nixon reported the county was still finalizing the asbestos regulations documents and
44 procedures. He noted that these regulations would be tied to the year built as an
45 indicator of the potential amount of asbestos. He noted there was a need for people to

1 get trained to be asbestos inspectors. Bedell recalled a time when residents were
2 encouraged to assess their own homes.

3 4 **D. Financial Report**

5 Anderson reported Clerk Richter had been out of the office due to illness so there was
6 no financial report.

7 8 **III. Current Business**

9 **A. Review of list of CIP Projects and New CIP Projects**

10 1. Streets Fund

11 Groth asked if the plan was still to use \$203,000 in the Streets Fund. McClung
12 indicated he had not yet created a street priority list. McClung announced the City got a
13 grant for \$100,000 for E 2nd Street, which would be added to the current amount. He
14 reported he has yet to get a green light from the City Manager to beginning work on W
15 1st Street, as there was a section of road on Horizon Hill that was appearing to crack
16 and slough off. He stated the City might need to get a geotech report to assess the
17 problem, and this money would come from the Streets Fund. McClung reported the
18 engineer would be coming this week to determine if a geotech report was needed.

19
20 Haynes asked if there was a list of sections of streets that might need examination for
21 structural problems. McClung believed the engineer's schedule for this week was
22 already full.

23
24 McClung stated he would like to use the Commission to help firm up a to a new priority
25 list. Bennett suggested they could tour the City to help identify areas in need of repair.
26 McClung asked Commissioners if they would send him an email when they see a street
27 section that should be put on the list. Bennett asked that they get the inventory done in
28 March 2019.

29
30 Groth asked if the \$100,000 for Streets in FY19-20 would be adequate. McClung
31 indicated the most expensive streets would be W 2nd and E 2nd. Haynes recommended
32 they clarify their standards for streets. Haynes stressed that new developments need to
33 build the streets to higher standards than was done for previous developments.
34 McClung believed the standards were adequate, but the enforcement has not been
35 applied. Bedell clarified the 1991 standards were created from the county system.
36 Bennett asked McClung to send the Commission a copy of the standards.

37 38 2. Storm Drains

39 Bennett asked what issues beyond maintenance would be on Public Works' agenda,
40 noting the Hanley culvert was completed. McClung reported they still needed to do a
41 storm drain survey, noting that labor costs are being used up just to clean the storm
42 drains.

43
44 Bennett explained there was a formula for determining how much "new" needed to be
45 included in improvements to qualify for CIP status. McClung reported the outfall on
46 Bayview Terrace needed to be addressed, and could be a \$20,000 project. Bennett

1 asked McClung to make a final determination as to whether that work should be in the
2 FY19-20 CIP and to write up something for Finance if it was needed.

3 4 3. Water

5 Bennett reported the upgraded accounting system, meter replacement, backhoe, trailer,
6 and 6th Street behind the Commons, and the south reservoir were completed. Bennett
7 clarified there was \$65,000 in FY18-19 and another \$20,000 in FY19-20 for the Water
8 Master Plan. Bennett indicated projects for finishing E 3rd Street, the Blackstone
9 boosters (3), and replacement of meters with radio reads still needed to be completed.
10 Bedell noted there might be grant monies available, and McClung explained the City
11 Manager wanted to do the radio read meters at one time.

12
13 McClung asked to wait to add additional CIPs until the Master Plan was complete, as
14 the Master Plan might identify needed projects.

15
16 Bennett identified that the earthquake valve on the south side of the bridge needed to
17 be added. McClung explained they needed to find an appropriate vault and to work with
18 State Parks to identify a location. McClung anticipated a cost of \$50,000. Bennett
19 suggested this project could be put into FY19-20 along with the other earthquake
20 valves.

21
22 Haynes noted there was no dollar amount for the E 2nd Street Water Line. McClung
23 stated that was a water line and should be in there at \$250,000.

24
25 Bedell asked what the Windy Way project entailed. McClung explained the water lines
26 on Windy Way were made of the old "eggshell" or thin-walled pvc, which need to be
27 replaced.

28
29 Bennett clarified that the Water Master Plan would include assessments of future
30 demand and supply.

31 32 4. Waste Water

33 Buckwald indicated the Waste Water Master Plan would begin next year. He indicated
34 the UV building doors needed to be completed. Buckwald explained the \$30,000 for the
35 stainless doors for the Public Works building would likely increase as the estimate was
36 from three years ago. He also indicated the spreader purchase could be pushed back a
37 year as they did not have confirmation that they could spread biosolids in the future.
38 Bennett clarified the water truck had not yet been purchased but would likely happen
39 this year. McClung noted the vac truck purchase was contingent upon building a pole
40 barn so the truck could be parked under protection, which was also affected by the
41 Library's decision about moving or expanding. Buckwald was exploring a 34 x 32 foot
42 building, down from the original plan for 34 x 60 feet. Buckwald stated the Crestview
43 line was completed.

1 Buckwald anticipated future projects of replacing headworks cover, replacing the Quiet
2 Water Pump Station, I&I Rehab, and extending sewer lines for service to locations that
3 are now on septic. He noted the Master Plan would identify some of these projects.
4

5 **B. Status of Ocean View Drive with County and Traffic Pattern Changes**

6 Bennett asked if there would be costs for the transfer for the remainder of this fiscal
7 year. McClung stated engineering would occur in 2019, he has been charging his
8 hours, the City Manager house, and soft costs from the \$37,000 set aside for streets
9 that carried over from last year. Bennett suggested this area be established as a CIP.
10

11 Bedell moved to recommend that Finance establish a CIP for FY18-19 for Ocean View
12 Drive engineering and staff time necessary to complete the transfer of ownership as
13 part of the Settlement Agreement: Aye – 5; No - 0.
14

15 **IV. New Business**

16 **A. Develop “ground rules” for documenting CIP items and how to compare**
17 **to City Council guidelines** – completed above

18 **B. Consider doing an audit of high volume utility billing** – previously done
19

20 Bennett reported the Yachats Rural Fire Protection Department sent a letter to Manager
21 Beaucaire about the liaison relationship so that arrangement has been completed.
22

23 **IV. Other Business**

24 **A. From the Commission** - none

25 **B. From the Floor** - none
26

27 With no further business before the commission, Bennett adjourned meeting at 4:09 pm.
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32 _____
33 Bob Bennett, Chair

Date

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36 Minutes prepared by H.H. Anderson on January 5, 2019.