

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

3
4 April 11, 2017

5
6 Minutes
7

8 Larry Nixon called the April 11, 2017 regular meeting of the Public Works and Streets
9 Commission to order at 3:02 pm in Room 1 of the Yachats Commons. Members
10 present: Larry Nixon, Don Groth, Doug Johnson, John Moore. Absent: Rick Haynes.
11 Also present: City Manager Davies, Water Plant Lead Rick McClung. Audience: 0.
12

13 **I. Announcements**

14 Manager Davies introduced John Moore and indicated he could help in organizational
15 matters. Moore will serve as commission Chair.
16

17 **II. Minutes**

18 Commissioner Nixon made a motion to approve the March 14, 2017 minutes as
19 corrected: Aye – 4; No – 0. Motion passes with correction to indicate worker killed by
20 machinery occurred in Florence (page 2, line 2).
21

22 **III. Business**

23 **A. Clean Sweep**

24 Commissioner Groth summarized the history with Clean Sweep:

- 25 1. The event occurred from end of June to end of July.
26 2. Wednesday and Thursday are designated as days to put items curbside.
27 3. Friday, Saturday, and Sunday (until noon) are designated for collection behind the
28 501 Building.

29 Moore asked for clarification on who is responsible for management of the process.
30 Nixon indicated Dahl supplies containers and the commission manages the event.
31 McClung added that Public Works can help residents get materials down to container
32 area.
33

34 Commissioners discussed a date taking into account weather, Fourth of July events,
35 and visitor patterns. Groth posed June 22-25, 2017 for this year's event, with options of
36 the weekend before and the weekend after the 4th of July. Moore stated he would
37 check the Yachats events schedule to ascertain potential conflicts. Moore stated he
38 would notify commissioners via email on a firm date. Groth noted the commission will
39 need additional volunteers to staff the event. Moore suggested they ask for volunteers
40 in the May Newsletter.
41

42 **B. Emergency Containers**

43 Groth reported inventory of the emergency containers could be quickly performed.
44 Groth recommended waiting for the completion of the Hwy 101 project to conduct the
45 inventory.
46

47 **C. Goals and/or Mission Statement for Commission**

1 Nixon stated that the goals and mission statements had been headed by the Public
2 Works Director and oriented around large projects. Nixon reported the current working
3 relationship between the commission and Public Works works sufficiently.

4
5 Nixon reported there is no current long-term plan. Groth noted there is a difference
6 between goals for Public Works and goals for the Public Works and Streets
7 Commission.

8
9 Several items were identified as areas that could benefit from having goals:

- 10 1. Long term planning. McClung noted he and Wastewater Treatment Plant Lead Dave
11 Buchwald are plant operators, not directors and management issues such as
12 goal setting and reporting are outside the normal operations of the plant.
- 13 2. Establishing plant operations backup. McClung noted the former Public Works
14 Director was certified in water and wastewater plant operations and while
15 systems are now working, there is no backup for plant operations should he or
16 Buchwald not be available. Commissioners agreed establishing a backup option
17 is warranted.
- 18 3. Oversight of CIPs. McClung stated he and Buchwald could use assistance in
19 requesting CIPs and asked the commission to steer CIP requests. McClung
20 explained there are maintenance and repair issues with the water system. He
21 and Buckwald handle maintenance, but they need CIPs to address repairs.
- 22 4. Set goals around SDCs. McClung noted how the master plans for wastewater, water,
23 and storm drains all factor into SDC costs. McClung asserted there is a need to
24 more formally document SDC policies. Moore asked commissioners if they
25 believed the commission should hire a consultant to update master plans.

26
27 Nixon made a motion to request that the Finance Committee allocate sufficient CIP
28 funds to cover cost of wastewater and water master plans: Aye – 4; No -0.

29 30 31 **IV. Reports**

32 **A. South Tank Project**

33 McClung reported Civil West has prepared RFP request and will advertise in trade
34 publications with April 28, 2017 as bid-opening day. The RFP is for around 1 million of
35 work leaving 400K for incidentals. McClung noted they have two years to complete the
36 work. Groth inquired about where the tank would be built. McClung reported there are
37 two tank builders and the contractor who is awarded the work will make the decision
38 about a tank builder.

39 40 **B. 101 Project**

41 McClung reported the Hwy 101 project is on target to be completed by end of May with
42 the exception of beautification work. McClung stated workers had been moving dirt
43 from Beach Street by Topper's to backfill areas along 101. Shell middens were noticed
44 in the dirt so an archeologist was brought in to assess the situation. The archeologist
45 did note shell middens on top of some sewer pipes. McClung stated Public Works is
46 currently moving the sewer lines under archeologist's supervision.

1 Moore noted there were CIP funds to allocated to repave side streets after the Hwy 101
2 construction is finished. McClung clarified that the paving of Hwy 101 was not part of
3 original project plans. McClung reported Tom Lauritzen, Manager Davies, and Pacific
4 Excavation found savings in various plan components to cover paving. McClung stated
5 he was hopeful to find enough savings to completely pave Second Street.
6

7 Groth asked if there were provisions for paving store parking lots. McClung was not
8 certain of the use of city funds to pave private property. McClung noted about half of
9 the C&K parking is covered through the grading portion. Moore stated he will get clarity
10 on funding for private lot paving.
11

12 **C. Public Works Department**

13 McClung reported a rain total of 13.85 inches in March and the difference in water
14 treatment and wastewater produced is due to inflow and infiltration (I&I). Information is
15 summarized attached Public Works Report.
16

17 McClung highlighted:

- 18 1. Reedy Creek still settling after a storm 20 years ago. The area is still experiencing
19 micro slides.
- 20 2. Public Works has been able to do a lot of work in house at a great cost savings,
21 including replacing a clutch on the clarifier, replacing valves, and fabricating a
22 hoist system to pull out motor for repair.
- 23 3. Buchwald is continuing I&I work. McClung believed the 11 million gallon influx
24 number would have been higher had not Buchwald made repairs and Yachats
25 performs better in I&I than other municipalities in the area.
26 Dave working on I and I – 11 million influx would have been higher had not done repair.
- 27 4. Grease remains a problem. It took 12 man-hours in March to remove grease from 2
28 of 5 city pump stations. Commissioners wanted to know if the grease issue was
29 increasing. McClung surmised that previously grease went into the ocean and
30 the current system definitely catches more grease. So it is difficult to assess if
31 more greases is being added to the system. Commissioners wondered if
32 vacation rentals contributed above-average amounts of grease to the system as
33 styles of cooking by vacation renters may be different.
- 34 5. Buchwald is currently installing a new SCADA system that will greatly help to monitor
35 trend information.
- 36 6. The city vac truck is getting a lot of use on the 101 project.
- 37 7. McClung stated Public Works intends to reuse pavement grindings for fill in potholes
38 around the city. McClung explained the city can save money from not having to
39 haul off the grindings, and he would save as much as space allowed.
40

41 Groth inquired about the status of the construction debris around the Presbyterian
42 Church staging area. McClung stated the issue is currently being addressed.
43

44 **D. Water Data Reports** – included in packet

46 **E. Solid Waste District Advisory Council**

47 Nixon reported the Advisory Council is still working on details for waste goals.

1
2 **F. Emergency Planning Committee Update**

3 Nixon summarized county plans to address South Lincoln County in the event of a
4 Tsunami. Nixon noted fuel would be supplied to the area in 10,000-gallon bladders.
5 Nixon reviewed options for staging and delivery in conjunction with Dahl.
6

7 Nixon noted the seriousness of issued around water rights and sources of water in the
8 future.
9

10 **IV. Other Business**

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

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13 **B. From the Staff – none**

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15 **C. From the Floor – none**
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17 There being no further business before the commission, Nixon adjourned meeting at
18 4:15 pm.
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23 _____
24 Larry Nixon, Chair

25 _____
26 Date
27

28 _____
Minutes prepared by H.H. Anderson on April 21, 2017.