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**CITY OF YACHATS
PUBLIC WORKS & STREETS COMMISSION
Civic Meeting Room, Yachats Commons
December 2, 2014
3:00 P.M.**

Minutes

The regular meeting of the Public Works and Streets Commission was called to order by Chair Walt Weyand at 3:00 p.m. in the Civic Meeting Room of the Yachats Commons. Members present: Weyand, Bob Bennett, Doug Johnson, Larry Nixon and Joel Evans.

I. Minutes – November 4, 2014

Motion to adopt the Minutes of November 4, 2014, Aye – 5, No – 0.

II. Reports

New Item: Safety Report

Nicole Charlson, Traffic Safety Coordinator for ODOT, Region 2 said that the statistics for highway safety are not good this year. There has been an increase in fatalities involving motorcycles and pedestrians.

She offered some brochures for distribution regarding safety tips, especially for winter driving, and suggested that if anyone has any issues or ideas they can contact her.

A. Public Works Director’s Report – Larry Blanchard

Blanchard shared the Gantt chart for the CIP projects, the Annual Work Plan and a letter from the Department of Environmental Quality regarding the Biosolids Management Plan.

B. CIP Project Update

In reviewing the timeline for the Hanley Looping Project it was noted that there were adjustments that need to be made to the chart.

Blanchard said that the power has been installed to the emergency supply containers, and the dehumidifiers have been purchased. Need to go through the supplies and transfer some of them to air-tight plastic containers and plug in the items that need to be charged.

Blanchard explained the status of the remaining CIP projects, Gantt chart attached.

1 Blanchard reported that the company that was supposed to do the deep asphalt
2 patching and crack sealing has been sold, so the City may have to go out for bid
3 again.

4
5 Blanchard said that there is very little rock under the surface of 7th Street, so
6 that will be taken into account when preparing the bid document for that project.

7
8 Blanchard said that he would enter the timeline data into the Gantt chart for the
9 Hwy 101 Improvement Project once he receives the information from the
10 engineer.

11
12 Blanchard said that he is still waiting for the design from the supplier for the fuel
13 system, but hopes to order the equipment this week and have it in place by
14 February. The requirements for placement are much more complex than
15 originally anticipated and leaves only one location, which is where the yard
16 debris dump box is currently. Therefore some prep work will be necessary.

17
18 The contractor is working on the final items necessary to complete the
19 playground project.

20
21 Right now the three main projects for the next couple of months are repairing
22 water leaks, cleaning the ditches in the storm drain system and cleaning up and
23 organizing the public works yard.

24
25 The Oregon Health Authority just visited, approved the recently developed
26 operations manual for the water plant and said that they will reduce their
27 scheduled inspections from every six months to every three years.

28 29 **C. Financial Data for Water and Sewer Funds**

30
31 Not available this early in the month.

32
33 Bennett shared the month water efficiency report.

34 35 **D. Solid Waste District Advisory Council**

36
37 Nixon said that there was no meeting this month on which to report.

38 39 **III. Business**

40 **A. Membership**

41
42 Johnson and Nixon both agreed to continuing serving.

43
44 There was consensus to recommend that they be reappointed.

1 **B. Discussion Item: Goals**

2
3 There was discussion regarding the need to establish a reporting system for the
4 wastewater system to monitor the inflow and infiltration.

5
6 Discussion followed regarding ways to increase the water efficiency.

7
8 Bennett said that he would like to set some expectations for completion of
9 projects – some kind of measurement for a percentage of the projects that are
10 started on time and completed on time.

11
12 Weyand said that he has no problem with setting measurable expectations for
13 starting projects on time.

14
15 **IV. Other Business**

16 **A. From the Commission – None.**

17
18 **B. From the Staff – None.**

19
20 **C. From the Floor – None.**

21
22 There being no further business before the Commission, the meeting was adjourned at 5:00
23 p.m.

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26
27 _____
28 Walt Weyand, Chair

29
30 Attest:

31
32
33 _____
34 Nancy Batchelder, City Recorder