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**CITY OF YACHATS
PUBLIC WORKS & STREETS COMMISSION
Civic Meeting Room, Yachats Commons
September 13, 2016
3:00 P.M.**

Minutes

Chair Bob Bennett called the regular meeting of the Public Works and Streets Commission to order at 3:00 p.m. in the Civic Meeting Room of the Yachats Commons. Members present: Bob Bennett, Don Groth, Larry Nixon, Doug Johnson. Rick Haynes - Absent

I. Minutes – August 9, 2016

Motion to adopt the minutes of August 9, 2016 - Aye –4, No – 0, Absent – 1

II. Business

A. Monthly Charge Discussion –

McClung stated that the Council did not take any action at this point. The discussion needs to be with the Finance Committee.

Bennett stated that the data collected is it providing enough information, how is it doing against the model and are we collecting enough information. The information needs to be reviewed. The billing structure changed the YEU's to putting in a swag for the larger users and will be harder to adjust.

B. Adjustments

Buckwald stated that he sent out 30 day inspection letters to business owners and had not heard back. Will be looking into setting up an advisory group to include public works members, commission members and business owners.

Bennett asked for member to participate: Haynes, Nixon and Groth volunteered.

III. Reports

A. Civil West Engineering

McClung reported on the South Tank project that the appraisal has been received and are in negotiations.

B. Public Works Department – See Report

McClung reported they have received the grant from FEMA for \$60,000. CIP 101 starts with the storm drains and then utilities. The majority of the work will be done by first of June and most of the work will be on one side of the street.

Starting on the north side of town and PUD will start in December some time.

The box is a special order and is a 6 month process. The electrical project will be the City's responsibility to hire an electrician for that part of the job. The bid documents will need to be done. Shouldn't be more than \$150,000.

McClung stated the Looping Project now has the altitude valve installed to now include the 126 reservoir (Blackstone) fill the Horizon Hill reservoir 10,000 gallon to now complete the loop. Also, will be working toward raw water/sedimentation

1 storage instead of working on perfecting the water rights on the Yachats River at
2 this time.

3
4 Buckwald reported on Public Works projects:

5 Side Arm mowing 5900 feet up on the hill

6 Repaired 3 broken street signs

7 Filled potholes

8 The little excavator trailer arrived

9 Prepped and painted 25 fire hydrants

10 Repaired pump station

11 Installed 2 new meters

12 27 yards removed by the skate park

13 Safety paint in the playground on retaining wall ledges

14 Main repair on 10th & King – will be paved maybe next spring.

15 Repaired and reset 3 manholes, Hill Court, Marine & Ocean View

16 25 man hours for cleaning 5 pump stations

17 Cleaned one digester removed 8.5 tons of grit

18 94,000 gallons Bio solids to Roseburg

19
20 **C. Financial Data for Water and Sewer Funds – attached.**

21 Bennett stated that the reports are not telling whether revenues were up or down,
22 but the numbers still look ok at this point.

23
24 Jackson stated that the report provided is probably not the detailed report
25 provided in previous meetings.

26
27 Bennett stated the reports will change with the new accounting system being put
28 into place.

29
30 **D. Water Data – Attached**

31 Bennett stated that the efficiencies are up to 90%. Also, that an email has been
32 sent to Joan Davies reviewing the water data and transfer the responsibility of
33 water data tracking from a volunteer to staff. Will set up a meeting with the City
34 Administrator Davies, Jackson, Buckwald, McClung and Haynes.

35
36 The reports are not reporting the proper information. The gallons sold are not in
37 sync with the water produced. With the new billing program the reports have
38 been off.

39
40 **E. Solid Waste District Advisory Council –**

41 Working on agreements at this point.

42
43 **IV. Other Business**

44
45 **A. From the Commission – None**

46 **B. From the Staff – None**

47 **C. From the Floor – None**

1 There being no further business before the Commission, the meeting was adjourned at 4:01
2 p.m.

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8 Bob Bennett, Chair

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Attest:

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Kimmie Jackson, Clerk II