

Approved
March 08, 2016

PUBLIC WORKS COMMITTEE MEETING MINUTES
Tuesday, February 09, 3 P.M. M.T.
**** PUBLIC WORKS HEADQUARTERS ****

Meeting called to order at 3:10 p.m. by Riley Hill, Public Works Committee Vice-Chairman.

Committee members present included Mr. Bernie Babcock, Mr. Riley Hill and Mr. Ken Hart (Mr. Scott Wilson-excused and Mr. Pat Woodcock-absent).

Others present included Cliff Leeper, Betsy Roberts, and Councilman Larry Tuttle.

The press was notified. This meeting was recorded (the tape is available at the Public Works Headquarters); the minutes are on file at City Hall and on the city's website at www.ontariooregon.org.

NEW BUSINESS
ELECTION OF OFFICERS

RESOLUTION, ACTION &/OR MOTION:

- Mr. Babcock nominated **Mr. Hill for Public Works Committee Chairman**; Mr. Hart seconded the motion. (Mr. Hill closed the nominations). Mr. Bernie Babcock – Yes; Mr. Ken Hart – Yes; Mr. Riley Hill – Yes; Motion Passed 3-0-2 (Wilson-excused; Woodcock-absent).
- Mr. Hart nominated **Mr. Babcock for Public Works Committee Vice-Chairman**; Mr. Hill seconded the motion. (Mr. Hill closed the nominations). Mr. Bernie Babcock – Yes; Mr. Ken Hart – Yes; Mr. Riley Hill – Yes; Motion Passed 3-0-2 (Wilson-excused; Woodcock-absent).
- Mr. Babcock nominated **Mr. Hart for Public Works Committee Secretary**; Mr. Hill seconded the motion. (Mr. Hill closed the nominations). Mr. Bernie Babcock – Yes; Mr. Ken Hart – Yes; Mr. Riley Hill – Yes; Motion Passed 3-0-2 (Wilson-excused; Woodcock-absent).

ADOPTION OF MINUTES – NOVEMBER 10, 2015

RESOLUTION, ACTION &/OR MOTION:

The motion was made by Mr. Hart, seconded by Mr. Babcock to adopt the minutes of the previous meeting, November 10, 2015: Motion passed unanimously (Wilson-excused; Woodcock-absent).

NORTH REGIONAL AREA

BETSY R

GENERAL DISCUSSION: (HANDOUT)

This was discussed at the last meeting on January 12th, however there was not a quorum. What was talked about last time was the cost allocation for the North regional area, the Loves example and trying to balance the cost of the work with trying to encourage development. Ultimately because there are very few loans taken out on this do we just want to pay off what is left? Are we interested in going with option #3 which is basically just a payback of the balance of the existing loans?

RESOLUTION, ACTION &/OR MOTION:

The motion was made by Mr. Hart seconded by Mr. Babcock the Public Works Committee recommend to the City Council to use option #3 as proposed as a mechanism to repay and help induce development in the area: Mr. Bernie Babcock – Yes; Mr. Ken Hart – Yes; Mr. Riley Hill – Yes; Motion Passed 3-0-2 (Wilson-excused; Woodcock-absent).

FREQUENCY OF MEETINGS

CLIFF & BETSY

GENERAL DISCUSSION:

- Discussed having quarterly meetings –vs- monthly meetings due to the difficulties of getting a quorum.
- Municipal code states once a month, therefore there would have to be a resolution to change it.
- Prefer it to stay once a month; Council already reduced the number of members of the committee.
- “Public Works committee shall meet at least monthly on a specific schedule adopted for the year by the committee members. Special meetings of the committee may be called by the committee chairperson by and upon the concurrence of three members or as scheduled by the public works department ex officio member.”
- It would have to be changed by ordinance if that’s what is decided.

RESOLUTION, ACTION &/OR MOTION:

- Jan. 19, 2016 Council passed a resolution decreasing the number of members on the Public Works committee from 7 to 5 effective immediately, therefore there shouldn’t be continued issues with achieving a quorum monthly.

UPDATES ONLY – NO MOTIONS

CLIFF & BETSY

- **Wastewater Collection System Improvements:**
 - We’ve had some issues with water main breaks; we have moved forward, brought this before Council and received money to address some of the asbestos AC line breakage that we’ve incurred.
 - The City Council has allocated \$70,000 for emergency funds.
 - Project is a little over 50% completed and moving forward; we are finding that 70% of the lines are AC lines (very old and very fragile).
- **WTP Design/Construction Project:**
 - Continuing to move ahead.
 - There have been a couple of changes in the design.
 - We will have a report to the Council at some point letting them know that this water treatment plant construction is going to lap over the fiscal year as we were hoping to have it done before year end, but now we are looking at early fall.
 - Does this increase the capacity? This project is a Chemical-feed system, and it does not increase our capacity. We would need to clean up our house before we start to increase our capacity.
 - Our budget for the whole project was 1.4 million & believe we will be within that range.
- **Well 17 Design/Construction Project:**
 - This project is actually on hold. We carried the budget forward from when CH2M got here and it’s (the budget) entirely too small for what we have going on. Anderson Perry completed the design, and it was a combination of public works staff and a contractor putting things together. But we did need a set of construction documents to bid for the other contractors that would be coming in and doing some of the work, electrical, and control as well. So when we came back and started talking to some of the suppliers and contractors the cost was more around \$40,000 - \$50,000 and we only have about \$10,000 in the budget.
 - Sent out an email to Kari & Tori stating if we plan ahead for this, & when we are not going to be spending on the construction because we do want to get this done.
 - We get approximately 70% of the water from the Snake River and 30% from ground water sources. Anytime we are pulling water off the snake we have to deal with all kinds of issues associated with surface water. So if we can get well water it solves a lot of issues so that’s what we would prefer to do and this provides us with the ability to do that.
 - It will give us an additional 500 gallons or another 10%.

- **Eastside Tank Status:**
 - We have a bid opening this coming Thursday.
 - The budget for this is \$180,000.
- **HVAC @ City Hall:**
 - What we are finding is that the vendor of this system was bought out by Sanyo, and we are getting very poor tech support. Therefore, we are now working with YMC who has worked with similar systems. There are not many folks who work with this type of system anymore.
 - What happened was the contractor came in installed the control system, put the piping in place, but then there was no follow through on a punch list to hold the contractor accountable.
- **Road Salt Trial:**
 - We received 90 tons of salt and had an opportunity to use it on one snow event.
 - 1 truck with salt -vs- 4 trucks with plow/sand, the next morning there was wet pavement, no sand put down at all; it looks like it will be a real cost-saving and timesaver (on materials and labor).
- **Need justification for rate study:**

RATES FOR SEPTAGE

CLIFF

GENERAL DISCUSSION:

- We've done some studies associated with what septage rates are in the area. The system is ready to go and we have local vendors that want to use it but I want to make sure that you understood that when CH came on board and that the septage receiving facility was not fully up and running, had some real reservations about it in the design issues. So we step back with everything going on and put it on the back burner.
- The City spend a lot of money on this and now we need to see if we can use it, and try to recoup some of the cost for the City. Also provide a service to our community so they can use this facility.
- Pay a permit fee and then a per gallon basis, but what we need to figure out is what an equitable number is?
- We've been working with a local firm, multiple loads, making sure that everything is working properly, etc. The next step is to get all the basics down, figure out what the cost is going to be, and start getting a return on the City's investment.

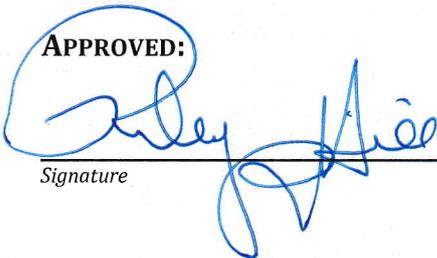
RESOLUTION, ACTION &/OR MOTION:

The motion was made by Mr. Hart seconded by Mr. Babcock the Public Works Committee recommend to the City Council that they adopted a fee of \$0.14 per gallon for Septage dumping and that there be a review of the cost analysis in 6 months brought back to the committee: Mr. Bernie Babcock - Yes; Mr. Ken Hart - Yes; Mr. Riley Hill - Yes; Motion Passed 3-0-2 (Wilson-excused; Woodcock-absent).

ADJOURN

The motion was made by Mr. Babcock seconded by Mr. Hart to Adjourn: Motion passed unanimously (Wilson-excused; Woodcock-absent).

APPROVED:



Signature

APPROVED MAR 08 2016

(Riley Hill, Chairman / Bernie Babcock, Vice-Chairman)