

**PUBLIC WORKS COMMITTEE MEETING MINUTES**  
**Tuesday, April 11, 2017, 3:00p.m. MT**  
**\*\* PUBLIC WORKS HEADQUARTERS \*\***

Meeting called to order at 3:04 p.m. by Bernie Babcock, Public Works Committee Chairman.

Committee members present included Mr. Bernie Babcock, Mr. Riley Hill and Mr. Scott Wilson (Woodcock – Excused; one vacant position).

Others present included Cliff Leeper, Betsy Roberts, Suzanne Mulvany, and Marty Justus, Councilor.

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](http://www.ontariooregon.org).

**ADOPTION OF MINUTES – MARCH 14, 2017**

**RESOLUTION, ACTION &/OR MOTION:**

**The motion was made by Mr. Hill, seconded by Mr. Babcock to adopt the minutes of the previous meeting, March 14, 2017 - with the noted revision on SDC’s: Motion passed unanimously (Woodcock - excused).**

**CAPITAL PROJECTS - 2017-18... (DRAFT LIST)**  
**(NOT COMPLETE LIST)**

*BETSY/CLIFF*

<b>Water Treatment Plant</b>	<b>Description</b>	<i>(For comparison) (Asking)</i>	
		<b>FY 2016-17</b>	<b>FY 2017-18</b>
Microchlor Cell Replacement	<i>Cell replacement needed every year for generating disinfectant. (always have to replace a couple every year; includes inflation)</i>	25,000	27,000
Chlorine Generation System	<i>Updating existing System (some may be blank - part of 10yr - place holder)</i>		
Solids Removal	<i>Remove accumulated treatment solids. Cost to haul &amp; spread non-toxic materials off WTP site. (building up over the years)</i>		50,000
Baffle Wall Replacement	<i>Replace baffle walls in flocculation system. Redwood is literally disintegrated.</i>		175,000
Water Treatment Master Plan	<i>WMP needed to support capacity increase identified in MSA Audit.</i>		175,000
Hydraulic Model Calibration	<i>Calibrate hydraulic model - can be spot check process to ensure model is still correct.</i>		
Well #18	<i>Replace lost groundwater capacity</i>		
Phase 2 WTP Audit – Increase Capacity	<i>New WesTech water treatment module to provide increased capacity. This is the 3rd module; system currently has 2 modules.</i>		
Phase 2 WTP Audit – Clear well	<i>Provide detail on project enhancements</i>		
Phase 2 Security upgrade	<i>Repair/replace exterior doors, add intrusion detection to ext. doors/windows; clear vegetation around fence; keep gates, hatches, equipment panels, vaults, etc. locked using bolt cutter-proof chains/locks.</i>		15,000
Bench Reservoir Evaluation	<i>Bench Reservoir is designed to store 3.5 MGD. Due to elimination of multiple pressure zones, this tank loses capacity. (Rolled this cost into the Water Master Plan.) *Only one line going in/out is also an issue.</i>		
Wash Arm	<i>Wash arms on the floc train need to be replaced. (Cost is high because of the machining &amp; materials needed.)</i>		60,000
Transfer Switch Replacement	<i>Install automated transfer switches for booster stations. High priority.</i>		
Canyon Res - chlorine analyzer	<i>Getting alarms for low chlorine at Canyon. Need chlorine injection system at Canyon (old gas system was removed &amp; currently done manually). Results in super chlorination &amp; in hot weather, DBP's)</i>		15,000

(For comparison) (Asking)

PW Building Fund	Description	FY 2016-17	FY 2017-18
City Hall HVAC	Minor upgrades to system to continue to improve operation of existing, less than desirable system. (Sanyo & Panasonic both were bought out & now Clima-Tech & YMC have been working with us.)	15,000	12,000

UCF	Description	FY 2016-17	FY 2017-18
Annual Water Line Replacement	Annual Program: Begin process of replacing AC waterline, especially near locations where we will be replacing san sewer in future.	150,000	200,000
Annual Fire Hydrant Replacement	Annual Fire Hydrant Replacement (Try to get further ahead on replacement hydrants & new ones only if there is not adequate coverage in areas)	10,000	25,000
Abandon Wells Properly	Abandon Wells 8, 9, 13 in accordance with ODWR standards.		
Valve Replacement	Pneumatic valve replacement: 2 24" butterfly valves effluent valves & 3 controllers. These valves are getting old & not operating as smoothly as they should; are critical to the WTP.		30,000
Annual San Sewer Replacement	Annual replacement of aging/problem segments of pipe. (To try to get ahead of those ac waterlines & old crumbling ac sewer lines)	90,000	200,000

Waste Water Treatment Plant	Description	FY 2016-17	FY 2017-18
NPDES Permit	Continue coordination on draft (& final) DEQ/EPA WW Permit. (Continuing to work thru the negotiations; have not spent the \$150k by far)	150,000	100,000
Facility Plan	Facility Plan to support the NPDES Permit (We'll have to do as part of the NPDES Permit; Increased for SCADA improvements)		270,000
Wastewater Reuse Plan Update	(New) (old plan is out of date - 2002 Skyline farms)		50,000
Bio solids Management Plan	(New)		
Interim Facility Improvements	Covers the sampling & monitoring, reports that may be required as part of the Permit through the compliance schedule.		250,000
Headworks Improvements	Replace screw system with belt system. Current system breaks down often & requires maintenance.		30,000
Phase 2 Security Upgrade	Phase 2: WWTP - intrusion detection at doors/windows (on SCADA)		
SCADA Upgrade	Evaluate best option for SCADA upgrade (Cloud? Local?). Conduct Assessment as part of Facility Plan, so new plant options are incorporated.		
SCADA annual license maintenance			
Sludge Removal - Phase 1	Remove sludge from Lagoon 1; sludge has not been removed in over 20 years. May provide advantage to NPDES limit requirements if removed, especially with respect to inorganic		
Skyline Liner Vents	Need vents for Skyline HDPE Liner		5,000
Microchlor Cell	Microchlor cell replacement		10,000
SRCI Lower Lift Station - Evaluation	Feasibility Study to evaluate alternatives for wet well expansion, pressure pip size expansion, siphon, or other option to avoid WW spill.		40,000
SRCI Lower Lift Station - Design	Design based on findings of study. Assume 10% of est. construction cost.		
SRCI Lower Lift Station - Construction	Construction improvement phase		
*HOLD - SRCI LS Repair	Upgrades & improvements to the electrical system at the Lift station in the event no major project is moved forward.		
SRCI 37 MH Replacement of lining	Repair & line concrete manholes along SRCI Line. Requires CCTV to start.		

Storm	Description	FY 2016-17	FY 2017-18
Stormwater marking program	Permanent marking of CB's & other facilities		
Storm line replacement on SW 13th St & SW 2nd Ave	Disconnect storm from sanitary		90,000

(For comparison) (Asking)

Streets	Description	FY 2016-17	FY 2017-18
Annual Chip & Overlay Program	Annual program. 2017 includes: Crack fill & chip seal N. Oregon from W. Idaho to Yturri Beltline; repave NE 2nd/NE 3rd & spring season crack fill purchase (like to switch to a hierarchy of arterials, collectors & residential)	225,000	140,000
Vacuum whirlwind sweeper	Purchase replacement for 2002 piece of equipment		
Sign Replacement Program - Phase 1	Replace old steel posts with required break-away posts. Currently not to code-makes City liable. 2-yr program to complete.		55,000
Concrete Work: SW or C/G	Downtown midblock & corner crossings (remove 2" PVC storm under ramp)		85,000
Back Parking Lot improvements	Grease dumpster enclosures & screen		22,000
Update Transportation Master Plan	Need to update to support grant applications & grown/development. Last update was in 2009.		75,000
Pavement Rehab Evaluation	Windshield/spot-check review of pavement surface & base. Change information Management System (IMS to AASHTO Pavement Evaluation Process (by walk/windshield)		
2016 Half Street Completion	Between 8th & 9th Ave on SE 4th St. Full block with curb & gutter. Need to develop an estimate - include base, AC, c/g		
Cimline Crack fill machine	10 yrs old, high hours		180,000
5 yd Truck * High Priority	Need replacement ASAP: Transmission is out, parts are not available for this 1985 vehicle & beyond ability to repair.		195,000
Skidsteer * High Priority	Skidsteer for AC patching, grading allies, snow removal. Snow grinder attachment.		100,000

Parks	Description	FY 2016-17	FY 2017-18
Picnic Tables	60 expanded steel picnic tables. Low to no maintenance		25,000
Tree Replacement	Past budget is about \$2k to replace trees in parks		5,000
Tennis Courts - Lions Park	2 courts need resurfacing		45,000
Tennis Courts - Beck Park	2 courts need more than resurfacing. (Basketball instead??)		
Toro Mower - 5800	Replace - 1999 Toro 5800 mower: Used at Beck, Optimus, and Laxon parks. It has 6,978 hours, life expectancy is 7 yrs, and it runs 5 days a week. The hydraulic lines are starting to leak which creates issues for both maintenance & safety. Drips on the shop floor & on the grass & kills it. The lines are continually being repaired.		60,000
Utility Cart - Gator	Replace - Gator similar to utility cart for cemetery for equipment hauling, spraying, etc.		
Riding Mowers	Replace - Riding mowers for lawn mowing		

Cemeteries	Description	FY 2016-17	FY 2017-18
Evergreen Cemetery Irrigation	Needs valves & controller (currently manual)		
Riding Mowers	Replace - Riding mowers for lawn mowing		
Utility Cart - Gator	Replace - Gator similar to utility cart for cemetery for equipment hauling, spraying, etc.		

**ADDITIONAL DISCUSSIONS:**

**SRCI – LOWER LIFT STATION, CONTRACT, ETC.:**

- BR – currently do not show any improvements to future years; dollars are sitting there & need to agree at some point on what to do.
- RH – object to spending any money when the contract is up. Fine if they pay for the system & we maintain it for the life their contract.
- MJ – When was the last meeting?
- BR – Mid February. Left the evaluation of the Lower LS on the list for now. So it does need to be a discussion at some point. They, the state, does not have it in their budget, they are on a two year cycle and

couldn't get it in. Our attorney indicated in a brief review of the contract that it looks like we own it; the state paid the capital and looks like it is ours to maintain. It is out of capacity & that is what the review is for.

- MJ – When is the review plan?
- BR – If this study passes the budget it will be this year; it will tell us #1. Can we berm it or put a containment wall around it? As a very cheap first alternative. #2. Other possibilities, etc., and #3. Most expensive – the siphon.
- 37 manholes: could run a camera up and get a visual of them (where it heads down into the lift station). Incorporate it in the report as a discussion of their condition.
- MJ – Concern is just talking and not doing.
- BR – Did agree that we cannot do anything until the budget is approved, because the Council has no budget to do this. The State said as well, they are on a two-year cycle and do not have a budget to do it. All agreed to wait until probably July 1 when we find out if/who has money. If Council does not agree something else will have to be negotiated.
- MJ – Is that enough money?
- BR – Yes, for an evaluation it is. It's not a design it is "what are our options?"
- MJ – In the meantime has our attorney sent the State a notice? Believe that the PW needs to make a recommendation to Council to do something to head this off at the pass. Put them on notice, it may take five years for them to do anything but if we give them full notice that we acknowledge that the system is broken, or that it is in an inferior state of repair.
- BR – Can share all the letters that have been sent to them. Adam has been involved; both parties have said they're holding off getting attorneys too involved yet. Hoping we could find some more information from some of the old reports; to determine why this lift station was so undersized to begin with. They are reviewing their options to split away from the city, and both parties agreed that if we need to, there could be an extension for another year to work out the renegotiation time. Due to City's budget cycle. If the Council agrees to the city taking care of the feasibility study in preparing this option for what could be done with the Lower Lift Station, it could be incorporated into the next negotiation. It would probably take a year to get the report done, get the negotiation done, etc.
- RH – Why should the City extend the contract when they don't come to the table in good faith? What would happen? Negotiate it now.
- BR – In the meetings we've felt like they've come to the table, listened, and were willing to look at what the options were...
- RH – They've known this for three years.
- SW – We had these conversations a long time ago, and have asked multiple times when this contract is up what is going to be done?
- MJ – Need to tell Council that this is a priority and that they have to figure out something. "I'm that concerned about it."
- BR – Just to caution.., in going through history, may not want to push. They have been paying close to \$200,000 every year on their use fee; could come back with different interpretations.
- BB – When does the contract expire? – September 2017.
- BR – This could be topic for next month's meeting?? Will bring more information on history, challenges of language, etc.
- BB – In CH2M's contract with the City of Ontario you've been charged with the purpose of reconciling this with SRCI?
- BR – No, Adam Brown is the City Manager and we are supporting him, providing data, backup, etc.
- BB – Not comfortable with entertaining a motion now. Reality is the CM is responsible for the process, and the resolution with SRCI. We need more direction from Adam to find out where he is at and what his thoughts are. We need to support him.
- RH – Believe that we are charged with looking and recommending to the Council....
- BB – Nothing wrong with us recommending that they be more expedient in a resolution, however would like to hear from Adam first to help him.
- Needs to be a major discussion point at our next meeting, and please make sure Adam can be there.

STREETS:

- BR – Chip seal program like to switch to a hierarchy of arterials, collectors & residential. Found that the residential were still in pretty good shape. Residential streets/every 12 years, Collectors/10 years, Arterials/8 years, etc.
- MJ – Love that there is a plan for this, but need to add another line for damaged areas from the disaster.
- BB – Just on SW 11th Ave. alone there are at least \$5,000 to \$10,000 in damage.
- BR – the chip seal is very different than the patching and pot holes. To add line for street repair.
- MJ – Need a stop sign/control plan throughout the city (add stop signs to some of the uncontrolled intersections)
- BR – 1. Add street repair line for asphalt from winter damage, 2. Add stop sign control plan, 3. Curb/gutter repair for those damaged during the snow removal, 4. And East Idaho tree project.

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**UPDATES**

BETSY/CLIFF

- WATER TREATMENT PLANT:
  - Doing really well on change orders, however the well lines were nowhere near where they were shown to be. This is to be a pretty significant change order to deal with. The connections, bringing the ground water to mix with our river water.
- EASTSIDE STORAGE TANK:
  - Final test has been done, and we are going to leave it. Still have two small pin holes.
- NPDES:
  - Need to have another meeting soon; have contacted DEQ above this guy, the Director and the assistant director.

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**COMMENTS**

TREES:

MJ – Was told that the trees down North Oregon are the City's responsibility. Either we start pruning them, taking care of them or they need to come out. Talking about the ones all the way down to Loves Truck stop. They look terrible, they have not been pruned, was told they would be and they have not been.

BR – We have talked about this internally also. Oaks do not lose their leaves, they are Columnar, they grow well, they look dead all winter and through the spring then they bust out.

MJ – Also the ones on Verde, prune or take them out.

RH – Last time it took 5 days to prune and pull those trees out. (Not under CH2M at that time; City had turned water off (conserving water) that is why the trees had died.)

MJ – On East Idaho in front of Walmart, etc. the trees have been pruned but it's not fabulous. The ground cover is still there, its spotty and messy. That is our retail hub and it should be "pristine". We have all these people coming in to the new Winco; it should be pristine, we want people to come in and say "This is where we want to shop." If we don't start maintaining it going to advocate pulling it out. Would rather have nothing than having it look bad.

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**ADIJOURN**

**The motion was made by Mr. Wilson, seconded by Mr. Hill to Adjourn: Motion passed unanimously (Woodcock - excused).**

**APPROVED:**

Signature

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

Date

6/13/17