

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, January 20, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson and Carolyn Propst

Excused: Richard Bertellotti email by proxy

Staff: Public Works Director Dan Grassick , Public Works Foreman Cruz Flores and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:02 a.m.

Pearce welcomed Propst to the Committee.

Election of officers

Pearce asked for nominations for Chair.

Dewey nominated Pearce for Chair. Wierson seconded the nomination.

Vote: Pearce, Dewey, Wierson and Propst voted AYE. The vote was 4/0 in favor and passed.

Pearce asked for nominations for Vice Chair.

Dewey nominated Bertellotti for Vice Chair. Weirson seconded the nomination.

Vote: Pearce, Dewey, Wierson and Propst voted AYE. The vote was 4/0 in favor and passed.

APPROVAL OF DECEMBER 16, 2014 MINUTES

Motion: Wierson moved to approve the minutes of December 16, 2014 as amended; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti and Wierson voted AYE. The vote was 4/0 in favor and passed. Propst abstained as she was not present at the meeting.

UTILITY RELIEF REQUESTS

Motion: Wierson moved to approve the utility relief request for Willoughby as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for the RV Resort at Cannon Beach as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Wierson moved to approve the utility relief request for Lyski as the sewer portion did not impact the Wastewater Treatment Facility; Propst seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Propst moved to approve the utility relief request for Woolsey as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Dewey moved to deny the utility relief request for Dahl as the sewer portion did impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported the Logan stairs are under construction, this project has exceeded the stairs budget. The Haystack stairs will be replaced with the same wood design only wider. The waterline at he springs has been installed and is active. The line from springs to water plant is 8" PVC. Still working on extending the waste line to Pond 2 and widening shoulders of the dike as the same time. Recycling needs a new glass recycle box which will arrive next month. The Gogona stairs bollords went to DRB last week. Public Works will be looking at another concept for future stair designs. Each wooden stair set will need something at the bottom to prevent damage from drift wood from high tides. The bollords also assist with marking beach pathways for evacuation in an emergency. A discussion on beach access points ensued. Continuing work on the storm drain design, received draft plans from engineer. Working on CIP package for Public Works and will email to Committee between now and the February meeting, a discussion ensued. A discussion was held regarding the grindings from asphalt projects. A discussion was held regarding reservoirs, seismic valves, and Grassick provided details on the 7th and Ash water main break.

COST SHARE PAVING

Grassick reported the next step in moving forward is revising the 2001 adopted street standards. We will take the approach from the standards that allows PW to pave gravel streets that are an issue, and add a section that encompasses the private citizen wanting streets paved. This update will go to Council, and a discussion ensued. Wierson commented that storm should be included, Pearce asked Grassick to include the health concerns between gravel versus paved roads and a discussion ensued. A discussion was held regarding dust abatement. Dewey suggested included approved dust abatement procedures in the street standards update.

SOLVE

Grassick reported there was a high debris event this month and a special SOLVE clean up was held. A discussion was held regarding the debris collected.

GOOD OF THE ORDER

In response to Wierson's question of the status of evacuation signs, Grassick said should be by the end of this month and he will have an update at the next meeting.

Wierson asked how much rain during the last storm and a discussion ensued.

Propst asked about the process of the beach clean ups and a discussion ensued. Pearce added the next clean up will be in March.

Jan Siebert Warhmund asked about cleaning up microplastics on the beach, Pearce suggested forming a volunteer group. Siebert Warhmund felt this should be a budget item and a discussion ensued.

ADJOURNMENT

Pearce adjourned the meeting at 9:54 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, February 17, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Richard Bertellotti, Ryan Dewey, Les Wierson and Carolyn Propst

Excused:

Staff: Public Works Director Dan Grassick, Public Works Foreman Cruz Flores and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:01 a.m.

APPROVAL OF JANUARY 20, 2015 MINUTES

Motion: Wierson moved to approve the minutes of January 20, 2015; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti and Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to approve the utility relief request for Ragel as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Wierson moved to approve the utility relief request for Furchner as the sewer portion did not impact the Wastewater Treatment Facility; Propst seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Misner as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported on the City Hall remodel project which should be completed in approximately 2 months. Crews worked on the Haystack Beach Access and storm drain line last week. The work will continue next month after the Logan Lane stairs are finished. The storm drain is being explored between Gower and Harrison for the future home of the Haystack Gardens apartments, a discussion ensued about parking. The City is looking for an architect to complete a master plan of City Hall and the back parking area. The water department has been focusing on water leaks throughout the City as part of water conservation. The wastewater lagoon modification on the berms are done for this year. The pond adjacent to recycle and bank rehab will take place in next years budget. A discussion was held regarding planting of grass at the treatment plant. The sludge lines are done for pond 2, and a discussion was held

about the WWTP budget and habitat surrounding the treatment plant. New picnic tables will be dispatched this summer. There has been vandalism on about 19 benches around town which has resulted in thousands of dollars of damage. Grassick will have an update on the evacuation signs at the next meeting.

COST SHARE PAVING

Grassick reported he is working on updating the street standards by adding a paragraph to address how a property owner can get their street paved. Cost share paving has gone to Council work sessions several times and Council has given their input. The public works department can request a street be paved from a maintenance perspective. This will go back to Council, however the revisions to the policy will go to this Committee first. A discussion ensued regarding the size of the streets.

GOOD OF THE ORDER

SOLVE's next clean up will be March 28th at 10:00 am.

ADJOURNMENT

Pearce adjourned the meeting at 9:25 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, March 17, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Richard Bertellotti, Ryan Dewey, Les Wierson and Carolyn Propst

Excused:

Staff: Public Works Director Dan Grassick and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:01 a.m.

APPROVAL OF FEBRUARY 17, 2015 MINUTES

Motion: Dewey moved to approve the minutes of February 17, 2015; Probst seconded the motion.

Vote: Pearce, Dewey, Bertellotti and Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to deny the utility relief request for Weinrott/Bouton as the request was reported past the timeframe noted on the utility relief request form and the usage does not qualify as a leak; Probst seconded the motion.

Vote: Pearce, Dewey, Bertellotti, and Propst voted AYE, Wierson voted NAY. The vote was 4/1 in favor and passed.

Motion: Dewey moved to approve the utility relief request for Cannon Beach Conference Center as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson and Propst voted AYE. The vote was 5/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported the contractor is working on the Haystack Rock access stairs which should be done by the first week of April, noting that they will not be working during spring break. For paving project preparation the crews are working on Madison replacing broken sewer taps, and a discussion ensued. Other roads to be paved are S. Spruce, Siuslaw, Larch and one other. Larch behind the Coaster Theatre from 1st to 2nd has storm drain issues that will be leveled out prior to paving. Grassick noted the budget of the paving project for this fiscal year. The water department is working on upgrading the water line from 4 inches to 8 inches on Forest Lawn and adding additional hydrants.

COST SHARE PAVING

Grassick reported that Council approved the update to street standards. The standards outline the process for paving gravel street. A public hearing will be required and 80% of the property owners will need to agree to the paving. The standards will go back to Council for adoption in April.

Grassick distributed a draft Public Works CIP budget for the 2016-2020 and gave details on the larger projects, and discussion ensued. Wierson noted the need for seismic valves on the water tanks and a discussion ensued. In response to Propst question Grassick explained the process of enterprise and general funds.

GOOD OF THE ORDER

In response to Bertellotti's question if there was any storm damage from this weekend, Grassick replied no, one tree went down near Wrights camping and the guys kept an eye on the beach.

Wierson requested to add recovery planning to the agenda and a discussion ensued. Grassick will give a summary at the next meeting.

In response to Jan Siebert-Wahrmund question about stormwater treatment in Cannon Beach, Grassick noted the upcoming stormwater projects, the current storm system and a discussion ensued.

ADJOURNMENT

Pearce adjourned the meeting at 9:58 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, April 21, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson, Carolyn Propst and Richard Bertelloti by email proxy

Excused:

Staff: Public Works Director Dan Grassick and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:01 a.m.

APPROVAL OF MARCH 17, 2015 MINUTES

Motion: Wierson moved to approve the minutes of March 17, 2015; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertelloti and Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

UTILITY RELIEF REQUESTS

Motion: Propst moved to approve the utility relief request for Tye as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Dewey, Bertelloti and Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Propst moved to deny the utility relief request for Cannon Beach Conference Center as the sewer portion did impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertelloti and Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported the bridge along the trail on the north side of Ecola Creek has been put back in place, replaced the bulkhead on three bridges and a discussion ensued regarding usage, maintenance and budgets. The sewer lateral connection for City Hall that is located in the parking lot was dug up yesterday for repairs. The kitchen project is almost complete, the appliances will be in this week. With the sewer repairs the restroom just need painted and they will be complete. Finishing up the RFP for the City Hall master plan. This plan will include the interior, exterior and parking lot. The Forest Lawn waterline project is in the middle of construction. The Haystack Stairs should be completed tomorrow. Stairs projects slated of next year are Center Street and the bottom of Logan.

COST SHARE PAVING

Grassick reported the update to the street standards will go back to the Council work session in May, and to Council meeting in June. The Council requested potential environmental impacts with asphalt be addressed.

SUMMARY OF PUBLIC WORKS ROLE IN RECOVERY PLANNING

Pearce noted it may be best to wait until after April 23rd business continuity and emergency preparedness meeting with EPREP consultant Stacy Burr. Dewey noted the need for excavation equipment in the event of a disaster and a discussion ensued.

GOOD OF THE ORDER

Grassick gave an overview of the larger public works budgetary items for next FY and a discussion ensued.

Grassick has four signs coming next month that are already located with you are here and Haystack Rock. A discussion ensued.

Grassick reported Council has said to go forward with a transportation master plan.

Pearce requested the Committee be emailed when the draft budget is ready for view.

Pearce noted beach clean up was amazing, over 65,000 pounds were collected statewide. Cannon Beach was mentioned on the SOLVE website as well as in news articles. Pearce noted when things wash up with barnacles please do not scrape them off. Throw them away with the item.

ADJOURNMENT

Pearce adjourned the meeting at 9:44 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, May 19, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson, Carolyn Propst and Richard Bertellotti

Excused:

Staff: Public Works Director Dan Grassick, Public Works Foreman Cruz Flores, and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:02 a.m.

APPROVAL OF APRIL 21, 2015 MINUTES

Motion: Wierson moved to approve the minutes of April 21, 2015; Propst seconded the motion.

Vote: Pearce, Dewey, Wierson and Propst voted AYE. The vote was 4/0 in favor and passed. Bertellotti abstained as he was not present at the meeting

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to approve the utility relief request for Swanson as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Dewey moved to approve the utility relief request for Cooper as the sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Wierson moved to approve the utility relief request for Peters as the sewer portion did not impact the Wastewater Treatment Facility; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

A discussion was held regarding the criteria of a leak with regards to the Amo request.

Motion: Bertellotti moved to deny the utility relief request for Amo as the usage does not qualify as a leak. Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

A discussion was held regarding no evidence of a leak.

Motion: Bertellotti moved to deny the utility relief request for Goff/Bryden as there was no evidence of a leak; Propst seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

A discussion was held regarding the customer notes of the Washington request.

Motion: Dewey moved to approve the utility relief request for Washington as the sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported the stormceptor manhole project starts tomorrow at Spruce and 1st, this is the first of three stormceptors that will be installed. This will eliminate sediment that goes into Little Pompey and the estuary. The project is estimated to be complete by the 2nd week of June. The Forest Lawn waterline project is complete, and two new hydrants have been installed. The 2015 Paving preservation starts Tuesday and should be a two day project. The budget committee approved everything requested in the public works budget. This budget is pending adoption by Council and a discussion of PW capital improvements projects for next fiscal year ensued.

COST SHARE PAVING

Grassick reported cost share paving will go back to Council at the July work session, and August Council Meeting. Council requested a statement added to the policy about potential environmental impacts. Bertellotti was asked by a resident if an LID was formed and one person didn't want the LID can they stop it, Grassick replied if 2/3rd agree it will move forward with Council approval at a public hearing. Grassick added cost share paving is different from an LID and a discussion ensued.

SUMMARY OF PUBLIC WORKS ROLE IN RECOVERY PLANNING

Grassick reported over next 5 years Public Works will start acquiring key pieces of heavy equipment to clear roads and keep them open in the aftermath of a disaster. A plan is being developed for what to do with the debris once it has been cleared. Grassick noted the debris goes beyond logs, includes appliances, etc, and a discussion ensued. In response to Bertellotti's question about a location for fuel storage, Grassick replied that is a piece of this acquisition and a discussion ensued. There is a kick off meeting for preparedness with Stacey from EPREP next Wednesday at 5:30 pm.

GOOD OF THE ORDER

Bertellotti reported the public works budget was approved for everything they asked for and noted the difference in the budget process from pervious years. Bertellotti added public works will be busy next year.

ADJOURNMENT

Pearce adjourned the meeting at 9:35 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, June 16, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson (via phone), Carolyn Propst and Richard Bertellotti

Excused:

Staff: Public Works Director Dan Grassick and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF MAY 19, 2015 MINUTES

Motion: Dewey moved to approve the minutes of May 19, 2015; Bertellotti seconded the motion.

Vote: Pearce, Dewey, Wierson, Bertellotti and Propst voted AYE. The vote was 5/0 in favor and passed.

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to approve the utility relief request for Knight as the sewer portion did not impact the Wastewater Treatment Facility; Propst seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

Goff/Bryden Request

In response to Bertellotti's question if there was any differences with being on the end of the line, Grassick replied no, noting typically the worry is about quality and the amount of chlorine present. Grassick added no one was home during the high usage, however the water had to go somewhere. When a meter fails it fails in favor of the customer as it slows down which means a lower water bill. Grassick noted the discussions he has had with Bryden since the high usage reading. Grassick added Bryden indicated that someone was watching the house in her absence when the water was used. Grassick stated the water had to go through the meter. Grassick presented a meter and demonstrated how a it water processes through a meter. In response to Wierson's question if the high reading was one month, Grassick replied yes it was just one month of high usage, a discussion ensued. Bertellotti noted that in Brydens letter she replaced the flapper valves, Grassick replied that during their initial conversation he suggested at a minimum she replace them. Dewey added if the usage came from a hose bid a neighbor may have noticed excessive water outside and a discussion ensued regarding the topography of her property. Dewey noted it's not our job to determine where or what the leak is, but to determine if it is of a billable usage. Grassick noted items from Bryden's letter with regards to references to the plumber's statements. Wierson stated an example from when he received a \$20,000 water bill from a computer error 10 years ago. Grassick replied that meter reads are no longer keyed in manually

Motion: Bertellotti moved to deny the utility relief request for Goff/Bryden as there is no evidence that the water did not go though the sewer system; Dewey seconded the motion.

Vote: Pearce, Dewey, Bertellotti and Propst voted AYE; Wierson voted NAY. The vote was 4/1 in favor and passed.

PUBLIC WORKS PROJECTS

Grassick reported the paving overlay project has been completed and street patching has been caught up. Bertellotti noted Madison looks great. Grassick added the Susitna sewer repairs has been completed, working on gravel street maintenance, the storm drain interceptors have been installed with paving scheduled to take place in the fall of 2016, and a discussion ensued. Fire season has started early, public works has mowed the access roads, and fire danger signs will be up shortly. A transportation system grant was submitted last week, award will not be until September/October with selection of consultant by April of next year and we will have until 2017 for completion. The City Hall master plan RFQ will be distributed this week. The water treatment plant will be online by end of the month and it is predicted that we will need to use it this year, our spring production is low for this time of the year, a discussion ensued. In response to Propst question how often the treatment plant is needed, Grassick replied approximately once every 15 years, adding its been used twice so far, a discussion about the plant ensued.

COST SHARE PAVING

Grassick reported this will be going to the Council work session in August. In response to Wierson's question if the repaving of Oak will happen this year, Grassick replied no. In response to Wierson's question about 8th Street, Grassick replied it will not happen until the policy has revised.

EDUCATION

Pearce noted the stormwater brochure was in the packets and asked if there were any suggested revisions. Pearce asked for update on grease trap program at the next meeting. Grassick reported the City billed the Conference Center for cleaning the sewer line due to grease. Dewey noted that receiving a bill usually promotes education internally. In response to Propst's question how stormwater brochure gets distributed, Pearce replied it's been distributed through bill inserts and handed out to local hotels and motels. Propst noted she lives in a condo and hasn't seen it, Pearce added she has dropped copies off at several condos.

GOOD OF THE ORDER

In response to Bertellotti's question if Council approved the budget, Grassick replied yes. Bertellotti noticed the tourist have driving down the left lane by the recycling plant and there was almost a head on collision. Bertellotti suggested defining the lanes a little better with a yellow line. Grassick noted it's a direct result of no sidewalk and will discuss with Sund, a discussion ensued.

Grassick reported he received a complaint about dust near Evergreen and is looking into obtaining grindings, a discussion ensued.

Wierson added the contractor and Public Works staff did a great job on Spruce Street. Grassick noted some of the details of the project.

In response to Jan Siebert Wahrmond's request for a list of the projects for next fiscal year, Grassick replied he is working on compiling a list and will present it at the next meeting.

ADJOURNMENT

Pearce adjourned the meeting at 9:53 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, July 21, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Ryan Dewey, Les Wierson, Carolyn Propst and Richard Bertellotti

Excused:

Staff: Public Works Director Dan Grassick and Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF JUNE 16, 2015 MINUTES

Motion: Bertellotti moved to approve the minutes of June 16, 2015; Wierson seconded the motion.

Vote: Pearce, Dewey, Wierson, Bertellotti and Propst voted AYE. The vote was 5/0 in favor and passed.

UTILITY RELIEF REQUESTS

Bertellotti suggested having a policy regarding the criteria of a leak, such as not including hose bibs and irrigation systems that malfunction. Barrett read municipal code 13.18.070 A, and a discussion ensued. Bertellotti gave a history about the irrigation credit that used to be given in the summer, but was removed about 5 years ago, a discussion ensued. Grassick will ask Council for guidance.

Motion: Bertellotti moved to deny the utility relief request for Savinar as the usage does not qualify as a leak; Wierson seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

Motion: Wierson moved to deny the utility relief request for Wilson as the usage does not qualify as a leak; Bertellotti seconded the motion.

Vote: Pearce, Dewey, Bertellotti, Wierson, and Propst voted AYE. The vote was 5/0 in favor and passed.

Bertellotti noted the irrigation credit was a great thing to have, a discussion ensued about the possibility of having an irrigation credit again, and financial impacts. Grassick noted a rate study is in the budget for 2016 and gave a brief history of uniform rates and yearly water usage. Grassick will research, discuss with Council and report back next month.

PUBLIC WORKS PROJECTS

Grassick reported the Elmwood Trail is 50% complete, the elevated walkway portion still needs completed. The Center Street stairs bottom section is complete, the Logan Street stairs base has been poured and working on railings this week. Grassick observed the amount of foot traffic coming down the hill from Hemlock to the Center Street stairs is quite substantial, and will be recommending to Council the last section of Center to Pacific be paved from a risk perspective with adequate walkways on either side as it's quite slippery. The Pacific pump station computer failed at 5:30 am yesterday which switched the station to manual and spilled onto the beach. Grassick added all alarms were

routed through the unit that failed, when typically the primary and secondary alarms are separate from each other. The alarm system will be reconfigured. The water leak on the Ash Street line that serves the tank has been repaired, the line will be replaced in the next 5 years, a discussion ensued. The water plant is operational, and ready to go when needed and the sand filter beds will be replaced in late fall.

COST SHARE PAVING

Grassick reported it will be on the Council August work session, Grassick is suggesting the statement “street construction projects have environmental concerns, be advised.” be added to the policy. The paving projects for this fiscal year are 8th Street, Center Street, and the section between Vista Delmar and Hemlock on Pacific.

GOOD OF THE ORDER

Bertellotti noted at the Watershed Council meeting water conservation policies was discussed. In response to Bertellotti’s question if the City has a conservation policy, Grassick replied we have a formal water conservation plan. Grassick described the informal and formal steps in the policy.

In response to Propst’s question if will the Elmwood Trail be added to the Cannon Beach trail system, Grassick replied yes and it will be added to the brochures.

In response to Jan Siebert Wahrmund’s question if Grassick would provide a list of upcoming project for this year, Grassick replied we will provide our CIP project schedule to the Committee.

Wierson reported the revised pedestrian evacuation maps have been completed and will be available on the City’s website. Wierson is working with various agencies with sign standard updates and news release of the maps.

Grassick reported he is in the process of signing an agreement with the architect for the City Hall master plan. The first phase of the project will be the parking lot. The City will be working on clearing brush in the back to see the elevation change, a discussion ensued about parking.

Pearce thanked Dewey for his service on the Committee.

ADJOURNMENT

Pearce adjourned the meeting at 9:41 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, August 18, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Richard Bertellotti and Les Wierson (at 9:17 am)

Excused: Carolyn Propst

Staff: Public Works Forman Cruz Flores

CALL TO ORDER

Chair Pearce called the meeting to order at 9:10 a.m.

APPROVAL OF JULY 21, 2015 MINUTES

Motion: Bertellotti moved to approve the minutes of July 21, 2015; Wierson seconded the motion.

Vote: Pearce, Wierson, and Bertellotti voted AYE. The vote was 3/0 in favor and passed.

UTILITY RELIEF REQUESTS

Motion: Bertellotti moved to approve the utility relief request for Hadley as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Wierson, and Bertellotti voted AYE. The vote was 3/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Knutson as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Wierson, and Bertellotti voted AYE. The vote was 3/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for O'Brian as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Wierson, and Bertellotti voted AYE. The vote was 3/0 in favor and passed.

Motion: Bertellotti moved to approve the utility relief request for Meyer as the sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Wierson, and Bertellotti voted AYE. The vote was 3/0 in favor and passed.

A discussion ensued regarding leaving a hose on and irrigations with regards to relief requests. Bertellotti added we needed more definition regarding irrigation usage. Wierson noted he was mixed as with second home owners

irrigations issues seem to happen, adding we need more clarification with regards to irrigation. Bertellotti suggested seeking clarification from the City Manager before moving forward with irrigation related requests.

Motion: Bertellotti moved to defer the utility relief request for Kerr until the next meeting; Wierson seconded the motion.

Vote: Pearce, Wierson, and Bertellotti voted AYE. The vote was 3/0 in favor and passed.

Motion: Bertellotti moved to defer the utility relief request for Wilson until the next meeting; Wierson seconded the motion.

Vote: Pearce, Wierson, and Bertellotti voted AYE. The vote was 3/0 in favor and passed.

PUBLIC WORKS PROJECTS

Flores reported the Elmwood trail is mostly complete. Logan stairs are 99% complete, installing sign posts at bottom for emergency egress, Center Stairs are complete, and the crews are chasing leaks. The water consumption has leveled off, we are not drawing anymore water than we were in July, and any excess water is going back into the creek.

COST SHARE PAVING

Flores reported that Council approved the revised paving policy.

CIP PROJECT SCHEDULE

The Committee read the estimated scheduled.

GOOD OF THE ORDER

Jan Siebert Wahrmond asked for a discussion about water conservation, questioning what the excess water going back into the creek. Flores explained how water overflow, springs and plant operate, and a discussion ensued.

Bertellotti would like to follow up on the no fishing signs for the creek.

Wierson noted Public Works and contractor did a good job on the drainage improvements at Oak and 8th.

Siebert Wahrmond noted the Elmwood trail looks wonderful.

ADJOURNMENT

Pearce adjourned the meeting at 9:38 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, September 15, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Richard Bertellotti, Carolyn Propst, and Katie Voelke

Excused: Les Wierson

Staff: Public Works Director Dan Grassick, Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

Pearce welcomed Voelke to the Committee.

APPROVAL OF AUGUST 18, 2015 MINUTES

Motion: Bertellotti moved to approve the minutes of August 18, 2015; Pearce seconded the motion.

Vote: Pearce and Bertellotti and vote AYE. The vote was 2/0 in favor and the motion passed. Propst abstained as she was not present at the meeting.

UTILITY RELIEF REQUESTS

Bertellotti noted there has been a lot of irrigation related requests and gave a brief history of the former irrigation credit the City used to issue. Bertellotti added as this is a grey area, he and Pearce met with the City Manager who indicated that it is the Committees decision to set a policy with regards to utility relief requests due to irrigation leaks, a discussion ensued. Pearce asked Grassick to draft language for a policy to submit to the Committee for review. Grassick gave an overview of the history of how the irrigation related leaks came into question, a discussion ensued.

Motion: Bertellotti moved that the Public Works Department discuss potential language for a written policy based on the previous discussion; Propst seconded the motion.

Vote: Pearce, Propst, Bertellotti and Voelke voted AYE. The vote was 4/0 in favor and the motion passed.

Motion: Bertellotti moved to table the utility relief request for Kerr/Ittmann pending additional relief request due to leak recently found; Propst seconded the motion.

Vote: Pearce, Propst, Bertellotti and Voelke voted AYE. The vote was 4/0 in favor and the motion passed.

Motion: Bertellotti moved to deny the utility relief request for Wilson as the sewer portion did impact the Wastewater Treatment Facility;

A discussion ensued regarding the criteria discussed earlier for approving/denying relief requests with regards to irrigation malfunctions and human error. Propst noted irrigation water doesn't go through the sewer system, Bertellotti

added when people water their lawn they pay for sewer even though it didn't go through the sewer system. Propst added with denying requests due to irrigation leaks or human error there may be more appeals to City Council. A discussion ensued regarding putting the new policy information on the relief request application.

Bertellotti withdrew his previous motion.

Motion: Bertellotti moved to table the utility relief request for Wilson until next month pending final Committee decision on a new policy; Propst seconded the motion

Vote: Pearce, Propst, Bertellotti and Voelke voted AYE. The vote was 4/0 in favor and the motion passed.

Motion: Bertellotti moved to approve the utility relief request for Siebert as the sewer portion did not impact the Wastewater Treatment Facility; Propst seconded the motion.

Vote: Pearce, Propst, Bertellotti and Voelke voted AYE. The vote was 4/0 in favor and the motion passed.

Motion: Bertellotti moved to approve the utility relief request for Barton/Merkle/Vose as the sewer portion did not impact the Wastewater Treatment Facility; Propst seconded the motion.

Vote: Pearce, Propst, Bertellotti and Voelke voted AYE. The vote was 4/0 in favor and the motion passed.

Motion: Propst moved to approve the utility relief request for O'Neill as the sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion.

Vote: Pearce, Propst, Bertellotti and Voelke voted AYE. The vote was 4/0 in favor and the motion passed.

PUBLIC WORKS PROJECTS

Grassick reported the storm water project which impacts the bottom of the S-Curves is finished adding we will be paving between Vista Del Mar and Hemlock approximately the second week of October. Other paving projects include the Yukon intersection at the bus shelter, 8th Steet off of Ecola Park Road and paving from the end of Center. A thin overlay for N. Oak will go to a public hearing at Council in October as all neighbors signed a petition for paving. The Ross Lane neighborhood is working their way though a petition for possible spring paving, however the petition has not yet been submitted. Grassick explained the process of cost share paving. If Ross Lane gets goes through, the City will look at View Point Terrace as a public works project due to the slope. The water treatment plant was taken offline after the large rain event around Labor Day, a discussion ensued. The sand will be replaced in the water treatment facility this fall, Grassick gave details of what it would entail to replace. Two new pumps have been purchased and will be replaced at the Main Pump Station by the restrooms this fall. A waterline off of Ash that broke in February will be replaced with HDPE pipe. The beach access stairs are complete, and we are looking at a plan for access point signs with a standard design for exiting the beach in an emergency. Stacy burr is putting in a grant application request though FEMA, and a discussion ensued. We are working on a purchase of a front end loader for Public Work. This would be paid for over two years, and will be going to Council in October as we would pay for a portion this year and finance the remaining for next year. David Vonada is under contract and has begun work for the City Hall Master Plan project, Tree Johnson and Pam Roberson are on the landscape review committee for the project, a discussion ensued. Grassick

noted some of the details of the master plan project. Grassick noted the City withdrew the ROW tree permit application from 5th and Larch. Bertellotti asked if Grassick could comment on the sewage spill allegations discussed at the last work session. Grassick noted there was concerns regarding the City's response to the spill, adding the City followed our emergency response plan. Grassick received confirmation that DEQ will be fining the City because the controls were a single source of controls, not separate. Grassick noted the lift stations are designed to have redundant system for alarms. In this situation when the generator was installed the UPS kept burning out due to surges. It was re-routed during repairs and due to a misconnection, therefore the alarm did not sound. Grassick added our policy is in compliance with DEQ requirements, and a discussion ensued regarding public notification. Voelke requested information regarding the Committee's responsibility or Charter be emailed, as well as a list of projects.

COST SHARE PAVING

Grassick reported on during Public Works Projects.

GOOD OF THE ORDER

Jan Siebert Wahrmond questioned Grassick regarding sand from the sewage spill which has been placed at South Wind. Grassick explained the location when the sand is stored and that it is not a health hazard, a discussion ensued.

Siebert Wahrmond asked about the wastewater treatment plant east bank rehab project. Grassick explained the project will take place in the spring, and a discussion ensued regarding the numbering of the ponds. Siebert Wahrmond noted concerns that a species of bird has not been seen recently at the wastewater treatment plant a discussion ensued.

In response to Propst's question who is responsible for the part of land on the north entrance of town between the road and offramp, Grassick replied ODOT is the owner.

Mike Dwire asked for details about the cost share paving program, Grassick replied it has been approved through Council and he gave an overview.

Pearce reported the next SOLVE is next weekend on Saturday from 10am-1 pm. There will be a dumpster at City Hall and at Tolovana.

Pearce noted there will be a scheduled power outage starting 9/23 from 11 pm-5 am. Pacific Power is updating a switch at the RV park and doing line maintenance. Grassick noted during the outage the pump station generators will be on.

Pearce thanked to those who participated in the Race the Wave Race.

ADJOURNMENT

Pearce adjourned the meeting at 10:21 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, October 20, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Richard Bertellotti, Carolyn Propst, Les Wierson and Katie Voelke

Excused:

Staff: Public Works Director Dan Grassick, Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF SEPTEMBER 15, 2015 MINUTES

Motion: Bertellotti moved to approve the minutes of September 15, 2015 as amended; Propst seconded the motion.

Vote: Pearce, Bertellotti, Propst and Voelke vote AYE. The vote was 4/0 in favor and the motion passed. Wierson abstained as he was not present at the meeting.

Pearce asked if any Committee member had any conflicts of interest or personal biases to declare. There were none. No ex-parte contacts were declared. Site visits were declared by Committee members.

UTILITY RELIEF FORM

Grassick reported the Committee did not need to take the revisions to the Utility Relief application to Council. In response to the proposed changes submitted to the Committee based on the last meeting's suggestions. Propst asked for the definition of user error. Grassick replied we used that language instead of listing every possible scenario, a discussion ensued regarding potential language. Bertellotti asked the Committee has a consensus to make a determination on whether to exclude irrigation malfunctions, a discussion ensued. Wierson gave an example of if someone had their water stolen, however had a locked hose bib we should allow the relief, noting in other regions people have been known to come into a yard and used water. Voelke suggested instead of defining what we are not going to allow, add language such as providing relief to household usage, Bertellotti suggested adding mechanical system, broken pipes, frozen pipes and broken fixtures excluding irrigation system. Grassick will work on the language including hose bib, and will email the Committee the revised form next week.

UTILITY RELIEF REQUESTS

Motion: Wierson moved to approve the relief request for Wilson.

Propst asked if there has been a precedence set previously regarding approving irrigation issues, a discussion ensued. There was no second to the motion.

Motion: Bertellotti moved to deny the utility relief request for Wilson as the usage does not qualify as a leak; Propst seconded the motion.

Wierson noted he wanted to approve the leak as it has gone back and forth several times and we have an employee who confirmed it was an accident. Bertellotti noted there was a maintenance person involved in the scenario.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

Motion: Bertellotti moved to approve the utility relief request for Kerr/Ittman as the sewer portion did not impact the Wastewater Treatment Facility; Voelke seconded the motion.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

PUBLIC WORKS PROJECTS

Grassick reported we have started the solicitation process for the design of the RV park utility upgrade project that will entail new water lines and electrical. Grassick noted the details of the project adding the potential issues with the project. This is a multi phased project that will take approximately three years and is funded through RV Park proceeds. The RFQ has been submitted for the Parks and Trails Master Plan, with work starting approximately mid-December. In December a community survey will be created for input, a discussion ensued. The Water and Sewer Master plan RFQ has been submitted to three firms. The ADA auditor was here last week, we expect a draft report late this week or early next week. There will be a meeting with David Vonada later this week to look at the draft city hall parking lot design. The City is third or fourth in line at Bayview for paving projects, currently scheduled the last week in October, depending on weather. Grassick noted the paving projects scheduled.

COST SHARE PAVING

No report.

POWERS & DUTIES OF PW COMMITTEE

Bertellotti explained this topic was to discuss if the Committee wanted or needed to do more or less. Grassick noted you have options in terms of how you want to function as a Committee, adding it's hard for a Committee to understand if the City need anything new if he as the Public Works Director doesn't keep everyone informed. Grassick noted the age and state of our infrastructure adding the time span of our DEQ permits and upcoming master plans, a discussion ensued. Grassick added from a Committee perspective the timing is good for the new water and wastewater master plans. Grassick gave a report and overview of our infrastructure from each of the items listed in Municipal Code 2.34.020 Power and Duties. Grassick noted seismic and sustainability concerns which will be coming from the Master Plan updates. Voelke asked for clarification if the street projects and transportation is related to the parking and traffic circulation study, Grassick gave an overview of the traffic study. Voelke questioned if powers and duties is appointing authority and duty to the Committee, adding is our role to review and stay involved on what is brought to us or is the role to identify and recommend such as noted in A? Grassick replied it depends on the level of expertise and knowledge of the Committee members relative to the specific topic, a discussion ensued. Grassick gave a history of the Committee's involvement.

MAINTENANCE OF CITY OWNED ROW (Ocean Ave between Jackson & Van Buren)

Bertellotti questioned what the policy is for maintenance of the right-of-way, adding it doesn't seem to be maintained. Flores noted his orders were to keep the trail as narrow as possible. Bertellotti asked for the City policy, Grassick replied it depends on what the access is, adding this will be part of our discussion with our parks and trails master plan, a discussion ensued.

OVERFLOW FOLLOW UP

Grassick noted we received a fine from DEQ for July spill which has been paid.

GOOD OF THE ORDER

No report.

ADJOURNMENT

Pearce adjourned the meeting at 10:05 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, November 17, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Richard Bertellotti, Carolyn Propst, Les Wierson and Katie Voelke

Excused:

Staff: Public Works Director Dan Grassick, Public Works Forman Cruz Flores, Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF OCTOBER 20, 2015 MINUTES

Motion: Bertellotti moved to approve the minutes of October 20, 2015; Wierson seconded the motion.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

Bertellotti requested to add Watershed Council Update to the agenda, Pearce added the item before Good of the Order.

Motion: Wierson moved to add Watershed Council Update to the agenda before Good of the Order; Propst seconded the motion.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

UTILITY RELIEF FORM

Grassick reported the relief request form was revised per the discussion from last month's meeting. Bertellotti noted the revisions did not address the main line from the meter to the house. Bertellotti suggested adding after the word system in the second sentence including main line from the meter to the house, and adding language to the end regarding exterior faucets, a discussion ensued. A discussion was held regarding the time frame of filing a relief request. Grassick added we will revise the form per the discussion.

UTILITY RELIEF REQUESTS

Motion: Wierson moved to approve the utility relief request for Ariel as sewer portion did not impact the Wastewater Treatment Facility; Bertellotti seconded the motion.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

In response to Bertellotti's questioned why the Swigart relief request exceeded the 90 days, Barrett explained she based the calculations on the current leak that was repaired and did not check the days of usage.

Motion: Wierson moved to approve the utility relief request for Swigart for 90 days of usage as sewer portion did not impact the Wastewater Treatment Facility; Voelke seconded the motion.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

Grassick noted the leak history on the Swigart's property, a discussion ensued.

Motion: Propst moved to deny the utility relief request for DeSylvia as it does not qualify as a leak; Bertellotti seconded the motion.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

PUBLIC WORKS PROJECTS

Grassick gave an update on the current paving project, adding with the rain they have not been able to work on Pacific, Center or Yukon. Grassick noted due to the weather we have received several calls regarding new ruts in a couple roads. The request for qualifications (RFQ) are in for parks master planning services and water/wastewater master planning services. Both RFQ's will be evaluated with recommendations to be made to Council. Grassick noted both projects will take approximately one year. Wierson commented the paving of 8th Street exceeded his expectations, adding the City and the contractor did an excellent job.

Pearce thanked the members who attended the mandatory training for Committee, Boards and Commission members. Bertellotti noted it was an eye opener regarding the responsibilities you didn't realize you have as a Committee member. The City is waiting to receive the video of the training for all Committee members to view who were unable to attend. Pearce reminded the Committee that once the meeting adjourns only two members may meet in any capacity, if three or more meet it would be considered a meeting. Pearce noted several items brought up from the training, such as the Committee is to make recommendations to the City not to make policy, personal notes made during the meeting become part of public record and should be retained until the end of service then given to the City, a discussion ensued.

POWERS & DUTIES OF PW COMMITTEE

Bertellotti noted Grassick went through the powers and duties from the municipal code at the last meeting. Pearce added we can have public input at the beginning or end of the meeting, however we'd like to keep the meeting to an hour time, and a discussion ensued. Bertellotti asked Voelke if she had any questions, she noted it's more clear as she's read through the code, adding the training would be helpful. Pearce noted Grassick and Barrett are always available if there are any questions. Voelke added when there are big topics or larger projects they may need more time for discussions. Pearce noted we do not build things, we maintain them, a discussion ensued. Wierson noted some Committees will schedule work session and suggested potentially having one once a month unless their are no topics. Bertellotti suggested having a tour during the summer months with Grassick giving updates on the facilities and upcoming project locations. Barrett explained how the Parks Committee does their tours. A discussion ensued regarding having work sessions, Wierson gave a history of work sessions in the past. Bertellotti noted at this time we do not have a need for work sessions as we do not have any large projects. Pearce noted Grassick and or the City Manager will bring large projects to the Committee to discuss and additional time will be scheduled as needed.

MAINTENANCE OF CITY OWNED ROW (Ocean Ave between Jackson & Van Buren)

Bertellotti noted the area between Jackson and Van Buren is almost impassable, narrow and not maintained on a regular basis. Bertellotti added historically it was kept as a narrow path due to surrounding neighbors and the City management in place at that time, however it is a City right-of-way. Grassick ran the concern past the parks and roads

department who noted with the recent ADA audit they feel with the grade they can open it up to match the Elm Gower connection. Wierson noted the trail has been there as long as he can remember, a discussion ensued. Grassick noted we need to remediate inaccessible trails, whether it's 10 ft or 4 ft it needs to be accessible. Wierson noted his objections to a 10 ft path, a discussion ensued.

Motion: Bertellotti moved to maintain the path between Jackson and Van Buren as recommended by the ADA consultant; Wierson seconded the motion.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

Wierson noted his concerns about the small paths in the area that are identified on the evacuation maps, adding he'd like to see maintenance standards in place for the paths, a discussion ensued. Grassick gave an overview on the paths/ social trails and the issues the face, a discussion ensued.

OVERFLOW FOLLOW UP

Bertellotti noted at the Watershed Council meeting last night they thought Council asked for an emergency response plan. Grassick replied the City's emergency response plan is being updated, adding there will not be substantive changes to the Public Works plan.

PEDESTRIAN BRIDGE UPDATE

Grassick reported the grant application is due on Friday. The documents are being assembled Thursday afternoon and will be emailed. A discussion ensued regarding the history of the pedestrian bridge and funding. In response to Voelke's question what the Committee's role will be Grassick replied once we receive the grant, the project is approved it and a consultant is hired the Committee will be kept informed as to the location and design, adding OBEC will determine the location. Wierson noted the project will involve the Parks Committee and EPREP as well, a discussion ensued.

DEVELOPMENT IMPACTS ON WWTP

Bertellotti questioned with adding two new brew pubs will there be any impacts on the WWTP. Grassick explained how Bill's Tavern has a pre-treatment facility before discharging to the WWTP and the two new pubs will be even smaller than Bills. The new pubs will pre-screening their waste as there is a large aftermarket for it, a discussion ensued.

WATERSHED COUNCIL UPDATE

Bertellotti reported at the Watershed Council meeting last night Mike Manzulli is spearheading a grant effort for a water master plan for the entire north coast. He is looking for support from Tillamook to Astoria.

Motion: Bertellotti moved to support Mike Manzulli's grant application with a letter of support from Grassick; Wierson seconded the motion.

Voelke declared a conflict of interest.

Vote: Pearce, Bertellotti, Propst, Wierson and Voelke vote AYE. The vote was 5/0 in favor and the motion passed.

Bertellotti reported someone was walking in Reserve the first week of November, saw salmon spawning under the power lines, and noticed there were dual tire tracks that had backed up to the creek. There was evidence that something had been dumped and a line of liquid that washed the bark dust and chips that went into the creek. Grassick noted the fire department had been training with their pumps.

GOOD OF THE ORDER

Jan Siebert Wahrmond asked if the parking lot plan was available to view, Grasisck replied it was not ready and he is hoping to have next month. Siebert Wahrmond asked Grassick to outline what the public input would be, Grassick replied it will be presented to Council at a work session and Council will give guidance for public involvement, which will be two citizens for the landscape review. The review will be of what will go in the parking lot. Siebert Wahrmond asked to be notified when the plan comes in. Grassick replied he will let the group they are working with know when it comes in, adding it will need to go through Council and DRB for lights and proposed structure. Grassick noted this is part of the City Hall Master Plan.

Voelke asked if there was a map available to lay out so she would be better oriented to where locations being discussed are located. Barrett will print a large map and smaller ones for individuals.

Voelke asked with the parking lot expansion for staff parking if we have as a City has tried offering incentives for car pooling or alternative methods, adding it could potentially help with the limited space. Pearce suggested Voelke researching. Grassick noted it's not in the compl plan and we do not have a transportation master plan. Wierson suggested Voelke talk with Mark Barnes.

Siebert Wahrmond asked if there was a way to save a number of the 30 trees that could be removed for the parking lot project. Grassick noted we will do what we can within the limits of the design for the parking lot, adding we are very premature as there is not a plan in place yet. The trees in the middle will be gone, however we are trying to save as many as we can on the perimeter.

Knop noted perhaps Voelke talk to the City's wellness committee with regards to parking incentives.

ADJOURNMENT

Pearce adjourned the meeting at 10:22 a.m.

Jennifer Barrett, Administrative Assistant

Minutes of the
PUBLIC WORKS COMMITTEE
Tuesday, December 15, 2015
Council Chambers

Members: Chair Jenee Pearce and Members Richard Bertellotti, Carolyn Propst and Les Wierson
Excused: Katie Voelke
Staff: Public Works Director Dan Grassick, Public Works Forman Cruz Flores, Administrative Assistant Jennifer Barrett

CALL TO ORDER

Chair Pearce called the meeting to order at 9:00 a.m.

APPROVAL OF NOVEMBER 17, 2015 MINUTES

Motion: Wierson moved to approve the minutes of November 17, 2015; Propst seconded the motion.

Vote: Pearce, Bertellotti, Propst and Wierson vote AYE. The vote was 4/0 in favor and the motion passed.

UTILITY RELIEF FORM

Motion: Bertellotti moved to approve the revised utility relief request form; Propst seconded the motion.

Vote: Pearce, Bertellotti, Propst and Wierson vote AYE. The vote was 4/0 in favor and the motion passed.

UTILITY RELIEF REQUESTS

Motion: Propst moved to deny the utility relief request for Munguia as it does not qualify as a leak; Bertellotti seconded the motion.

Vote: Pearce, Bertellotti, Propst and Wierson vote AYE. The vote was 4/0 in favor and the motion passed.

Motion: Bertellotti moved to approve the utility relief request for Stross as sewer portion did not impact the Wastewater Treatment Facility; Wierson seconded the motion.

Vote: Pearce, Bertellotti, Propst and Wierson vote AYE. The vote was 4/0 in favor and the motion passed.

Motion: Bertellotti moved to deny the utility relief request for Tutmarc as it does not qualify as a leak; Propst seconded the motion.

Vote: Pearce, Bertellotti, Propst and Wierson vote AYE. The vote was 4/0 in favor and the motion passed.

PUBLIC WORKS PROJECTS

Grassick reported the paving project is complete, storm drain repairs are underway at several locations, the RV Park upgrade project is beginning, the main pump station rehab bypass project has started however with recent rain events the pumps may not be replaced until next week, and the gate valve at the wastewater treatment plant has been installed. Last week at Pacific pump station the number two pump seal started to leak, the one pump was able to handle the flow, the seal is repairable and covered under warranty. Approximately 500-600 yards of sand were dumped at the end of Larch to save the bank until the sand burrito project begins. The high tide last Friday started caving in the bank, a discussion ensued about the burrito project which is a Breakers Point project. In response to Bertellotti's question if there was any storm related issues, Grassick replied none other than the Surfsand, adding the S Curves are doing well. Wierson noted at Ecola Park Road on Thanksgiving the pavement started cracking due to the storm and the public works crew fixed it, adding if we had waited for ODOT it wouldn't have been fixed until January, a discussion ensued.

WATERSHED COUNCIL UPDATE

Bertellotti reported they have not met since the last Committee meeting.

GOOD OF THE ORDER

Bertellotti reported the state water resources department identified the head waters of our springs in the source water assessment that was completed approximately 6 or 8 years ago. As a project Bertellotti wants to identify the area and start preliminary discussion with Mark Morgans and go to City Council to see if they are interested in pursuing sure water protection resource grants and funding sources. This could safe guard the remainder of the forest land that surrounds our city, a discussion ensued. Bertellotti requested Grassick find map that Rainmar Bartl had of the area.

In response to Jan Seibert Wahrmond's question if there were any results from the Architect for the city parking lot, Grassick replied there is a draft drawing that has not been reviewed or discussed. Seibert Wahrmond asked Grassick bring the map to the next meeting, Grassick replied he will bring it to the February meeting.

ADJOURNMENT

Pearce adjourned the meeting at 9:22 a.m.

Jennifer Barrett, Administrative Assistant