



PUBLIC WORKS COMMITTEE MINUTES

4:00 PM September 7, 2022
City Hall 2nd Floor Large Conference Room

CALL TO ORDER

Members Present: Councilors Gary Bode and Ron De Valois

Members Absent: Jerry Kuiken and Mayor Scott Korthuis, with notice

Staff Present: City Administrator John Williams; Public Works Director Steve Banham; and Sr. Admin. Assistant Jessica King

Public Present: Gary Vis, Judy Smith, Jan Holtrop

ACTION ITEMS

- 1. Approve Minutes from August 3, 2022**
Bode motioned to approve the minutes and De Valois seconded the motion.
Action
The minutes from August 3, 2022, were approved.
- 2. Update Lynden Municipal Code 13.24 Stormwater Management Systems**
Banham stated that the 2019 Stormwater Manual needs to be adopted. The current Lynden Municipal Code references the 2014 Stormwater Manual. This will be presented at the next Council meeting to set a Public Hearing regarding the change to the Municipal Code 13.24 Stormwater Management Systems.
Action
The Public Works Committee concurred and recommended forwarding the amendment to Lynden Municipal Code 13.24 Stormwater Management Systems to City Council to set a Public Hearing Date of October 3, 2022.
- 3. CERB Funding Resolution No. 1052**
Banham explained that the City is applying for Community Economic Revitalization Board (CERB) Funding for the round-about proposed at Berthusen Road and Main Street. CERB requires a Resolution authorizing the City to apply for and accept funds.
Action
The Public Works Committee concurred and recommended forwarding Resolution No. 1052 to City Council for approval.
- 4. Contingency Agreement with Alliance Freeze Dry for CERB Funding**
Banham explained that a contingency agreement is a required portion of the application process for CERB Funding. Alliance Freeze Dry is constructing at the intersection of Berthusen Road and Main Street and will be directly impacted by the construction of the round-about.

Action

The Public Works Committee concurred and recommended obtaining a Contingency Agreement with Alliance Freeze Dry.

INFORMATION ITEMS

5. Wastewater Treatment Plant Outfall Sediment Sampling

Banham explained the upstream and downstream sampling process that is going to be done in the Nooksack River as required by the Department of Natural Resources lease. He noted that sediment sampling was supposed to happen today, but conditions were too shallow for the boat. This has been rescheduled to September 8th, pending river conditions.

6. Proposed 2023 Utility Rate Increases and Project Placemat

Banham stated that he has proposed a 7% rate increase for all utilities, including connection fees, in 2023. The Committee concurred. The placemat was not presented at this meeting but will be brought to the October meeting.

7. 2023 Equipment and Major Maintenance

Banham discussed the upcoming purchases as noted in the 2023 Equipment and Major Maintenance schedules provided with the meeting packet.

8. Design Standards 2023 Updates

The proposed revisions to the Design Standards will be presented at the October Public Works Committee Meeting.

9. 2022 Grant Applications

Transportation Improvement Board (TIB) Pavement Restoration - Submitted August 19
Main/1st and 3rd Street Intersections

Committee recommends using concrete for the intersection, so that the lifespan of the intersection will be extended further than if asphalt is used.

Public Works Trust Fund (PWTF) - Due September 9
W. Main Street Round-about at Berthusen Road (Match to CERB)
Pepin Upstream (Main to Westview) Pine Street Bridge & Channel

Banham discussed coordination with Whatcom County of right-of-way for the round-about.

Community Economic Revitalization Board (CERB) - Due September 12 and 26
W. Main Street Roundabout at Berthusen Road

Department of Ecology (DOE) - Due October 6
10th Street/Judson Street Stormwater Low Impact Development
Pepin Downstream Stabilization (South of Main Street)
Wastewater Treatment Plant Expansion Phase 1

Banham explained that the City has been successful with the 8th & 9th Street applications and funding and staff is preparing the application for 10th and Judson

Streets with expectation that it will be funded. The match requirement has been reduced from 25% to 15% for the applications submitted in 2022.

Legislative (Federal/State Funding)

Bradley Road Complete Streets Improvement

Pepin Upstream (Main to Westview) Pine Street Bridge & Channel

Williams discussed the details of the federal approval process and requirements.

10. Projects Update

Pepin Creek Main Street Bridge

Williams noted that the bridge girders were placed earlier today. Banham stated the project is still on schedule, and the contractor is hoping to re-open the roadway before the holidays.

Grover Overlay

Banham stated that work is complete, and a ribbon cutting is scheduled for September 19th at 11:00 AM at the 2nd Street on the north side of Grover Street. Bode said that public feedback has been very positive on how nicely the Grover project has turned out.

West Front Street Improvements

The Notice to Proceed was issued August 6.

West Front Street Culvert Replacement

Banham said the City is not going to remove the culvert this year, but will be prepared to close the road if it appears the culvert is at risk of failing. Staff is working with Federal Highways on applying for emergency funding, which will pay for 86.5% of the cost of the culvert replacement.

Industrial Condensate Outfall

All in-water work has been completed and the crane has been demobilized. A ribbon cutting date has not been set but may occur in early October.

Bender Road Waterline

Work is starting September 19th.

South 6th Street CIPP

Banham explained that the starting date has changed to November 7 due to material delivery delay. The work is expected to take about two weeks.

8th Street Stormwater LID

Banham stated that there will be a public Open House on September 27th from 4 to 6 PM at the City Hall Annex. Neighbors to the project will be notified the week of September 12th. He invited Committee members and others to come to the meeting.

Guide Meridian Pump Station

Banham said that the potholing is scheduled to start tomorrow. *[Note: Project has not started – awaiting materials.]*

NEW BUSINESS:

11. Hanging Baskets

Vis expressed concern about the current locations of hanging baskets downtown. With the additional outdoor dining furniture and umbrellas that are being added, the hanging baskets need to be rearranged to coordinate with these additions. Vis suggested consistency in their location, locating baskets on either the outside edge of the sidewalks or on the inside edge of the sidewalks (up against the building walls).

12. 15 Minute Parking

At the Public Works Committee meeting on August 3, 2022, the Committee recommended placing a 15-minute parking space at the front of the Dutch Village Mall after reviewing requests from Lynden Liquor and Chandara House. After placing the sign, City Council directed that the sign be removed due to issues. Staff will prepare a 15-minute parking plan for the Public Works Committee to discuss at their October meeting.

13. Meadow Lane Neighborhood Flooding

Smith and Holtrop, residents of the Meadow Lane neighborhood, asked about future flooding and stormwater prevention plans since their neighborhood had flooding issues from this past year's flooding (November 2021). They expressed concerns about possible conditions for this upcoming flooding season and obtaining sandbags. Banham described the location for obtaining sandbags from the shop and noted that this information will also be available on the City website.

Bode and Banham discussed replacement of the Duffner Culvert under the Guide Meridian and proactive flood control planned. Staff agreed to discuss with WSDOT ditch maintenance responsibilities on the Guide Meridian.

14. Automatic Sandbag Filling Machine for Flood Control Preparation

Vis asked about the Army Corps use of a sandbag filling machine to help speed up flood preparations in 2021. Vis inquired whether this was something that the Committee could look into and try to rent/buy the machine now to make pallets of sandbags ahead of time and store them for future flooding use this winter. The Committee suggests adding the purchase of a sandbagging machine to the 2023 budget.

15. Transportation Benefit District Ballot Item

Williams discussed the Transportation Benefit District Funding process and said that no "Anti-" Committee was formed.

16. Boulders Added to 7th St. Planter by Lynden Gardeners

The City received a request from the Lynden Garden Club to place boulders in the planter at 7th and Front Streets to improve visual interest and add some "hardscape" elements to the planter. The Committee concurred with this request.

ADJOURNMENT: The meeting was adjourned at 5:47 p.m.

NEXT MEETING: October 5, 2022