



## SPECIAL CITY COUNCIL MEETING MINUTES (Public Works Committee with Quorum)

4:15 PM September 4, 2019

City Hall 2<sup>nd</sup> Floor Large Conference Room

### 1. ROLL CALL

Members Present: Mayor Scott Korthuis; Councilors Gary Bode, Ron De Valois, Jerry Kuiken and Brent Lenssen

Staff Present: City Administrator Mike Martin; Public Works Director Steve Banham; Programs Manager Mark Sandal; and Sr. Admin. Assistant Heather Sytsma

Public Present: Gary Vis, Kathy Stanford

### 2. ACTION ITEMS

#### A. **Approve Minutes from August 7, 2019**

De Valois motioned to approve the minutes, and Kuiken seconded the motion.

##### Action

*The minutes from August 7, 2019 were approved.*

#### B. **Pepin Creek Intercept Ditch – Bids Due September 5<sup>th</sup>; Request to Forward Recommendation to Award Directly to City Council if Bids are Responsive/Reasonable and in Range of Engineer's Estimate**

The Committee discussed forwarding the bid award for the Pepin Creek Intercept Ditch project directly to City Council on October 7<sup>th</sup> if bids come in close to the engineer's estimate of \$250,000 to \$300,000 and contingent on WSDOT concurrence.

##### Action

*The Public Works Committee concurred and recommended that staff forward the bids for the Pepin Creek Intercept Ditch project to the City Council meeting on October 7 if the bids submitted are responsive/reasonable, in the range of the engineer's estimate and contingent on WSDOT concurrence as it is federally funded.*

#### C. **Request to Reject Single Bid for 3MG Tank Roof Coating and Re-bid Later for Spring**

Banham stated that staff solicited bids from the small works roster for re-coating the three-million-gallon tank at the Northwest Washington Fairgrounds. As only one (1) bid was received, the engineer, Northwest Corrosion Engineering, recommended rejecting the single bid received and waiting until this winter to solicit bids for the work to be

completed in the spring of 2020. This could present a more favorable bidding environment.

**Action**

***The Public Works Committee concurred to recommend to City Council to reject the single bid received for the 3MG Tank Roof Coating and re-bid at a later date.***

**3. INFORMATION ITEMS**

**A. 2020 Budget Presentation**

Banham presented the draft 2020 project placemat for the Committee's review. He then reviewed the information with the Committee.

**B. Septic to Sewer Fees Waived Report**

Banham noted the high number of septic to sewer waivers in 2018 and noted that the Duffner Trailer Park (W. Front Street) is still pending as are others.

**C. Follow Up to Stan Stuurmans Request – Bouma Estates**

Banham presented the easement documentation that concurred with Stan Stuurmans' understanding that the easement on the City property he would like to acquire is to remain as long as the property is used for agricultural purposes by the adjoining property (Bouman).

**D. Projects:**

**1. Pepin Design Alternatives**

Bode stated this meeting is not the time to discuss this large project and proposed a special Public Works Committee meeting for Wednesday, September 11<sup>th</sup> at 4:15. Kuiken stated he is out of town all next week. Banham stated this will also be discussed at both the Community Development and Finance committee meetings. The Committee supported holding a special Public Works Committee meeting on Wednesday, September 11<sup>th</sup> at 4:15 p.m.

The Committee discussed some design alternatives for this project. Banham noted that the Committee should bring any questions about the project to his attention prior to the meeting on September 11<sup>th</sup> so they can be answered in front of the attendees.

**2. Old Water Treatment Plant Demolition**

Sandal stated that this project is moving quickly. A road closure notice went out today. The intent is to detour large trucks up 5<sup>th</sup> Street. Bode expressed concern. Sandal said parking areas will be coned off to allow for large delivery trucks to enter and exit. Sandal stated that flaggers will be on site and a traffic control plan is in place.

**3. Wastewater Treatment Plant Outfall**

Banham stated that this project is going well. Bode asked if there has been sheet piling in the river. Banham stated yes, this was done about two weeks ago and the area is completely enclosed and has been excavated to the elevation of the pipe. The difficult news today was that subcontractor Granite Precast did not order the manhole that needs to be replaced. It should be delivered by mid-October and won't affect the permitted work in the river.

**4. Industrial Condensate – Riverview to Outfall**

Banham stated that staff met with the Tops and Dan Noteboom. They did not have many concerns. One main concern expressed by the Tops was that the existing trees be impacted as little as possible. De Valois asked whether an eagle nest is still in the cottonwood tree. Sandal stated it is, but this is east of the project site.

Sandal noted that the City will need permits from Whatcom County to bore under the road near the truck repair and all property in the Hannegan Road and outfall area.

Lenssen asked when this project could be complete. Banham stated that work will be done within the fish window, so the outfall could be complete by July 2020.

**5. Industrial Condensate – Darigold Stormwater to Fishtrap Creek**

This project was discussed with #4.

**6. Line Road Shoulder Widening**

Banham stated that staff received three letters from concerned parents regarding the proposed Line Road Shoulder Widening project. They would like a curb, gutter, and sidewalk on this section of Line Road. The Planning Department also received two comments on the SEPA indicating that archeological sites are in the proximity requiring cultural resources assessment and monitoring. The assessment needs to be complete prior to any excavation.

Banham indicated that the project design is moving forward and the project will be constructed through the small works process..

**7. West Front Street EDI Application – Meeting with Adjacent Property Owners**

This was not discussed.

**8. 7<sup>th</sup> Street Rehabilitation**

Banham stated there are many different schedules included in the scope of this project beyond just 7th Street. This includes re-paving the alley between 6<sup>th</sup> and 7<sup>th</sup> Street near the post office and the 7<sup>th</sup> Street parking lot.

**9. DOE Grant Agreement for Decant Facility at PW Shop**

Banham stated that the decant facility at the Public Works shop will save the City on hauling sweeper waste, though Sandal noted the solids will still need to be hauled away once they have dried.

Banham noted that this is in the 2020 budget and staff is currently working on the grant agreement associated with this project.

**10. Request for Professional Services (RFP) – Design of Fairgrounds Stormwater Facility**

Banham stated that the City has received grants for both this project and next item #11 (Judson Street Downtown LID). Requests for Proposals will be advertised soon for the design phase of both projects. A construction grant for both will be applied for in September 2020.

**11. RFP for Design of Judson Street Downtown Low Impact Demonstration**

See discussion in item #10. Banham noted that the stormwater construction grant won't fund new asphalt, but it could fund pervious concrete. The City can potentially use Judson Street as a testing area to see if the pervious concrete is a sustainable option.

Included in the scope of this project are 10<sup>th</sup>, 9<sup>th</sup>, and 8<sup>th</sup> Streets between Front and Judson Street.

**4. ITEMS ADDED:**

**A. Faith Community Church – Request for Hydrant**

Banham stated that Faith Community Church (a Berthusen Water Association customer) would like to install a fire hydrant, rather than a large water tank, for fire suppression. He is unsure if they can get fire flow as the City's line on Birch Bay Lynden (installed to serve EDB customers) is only six-inch from the intersection with Berthusen where it is 12-inch. Sandal stated this site is in the County and the City has not provided fire flow in the County previously. Banham stated it is because the City supplies water to Berthusen Water Association and so they are in Berthusen's service area.

Banham asked if the Committee would be supportive of providing fire service. The Committee indicated they would.

The September 4, 2019 Special Council Meeting was adjourned at 5:15 p.m.

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Heather Sytsma Sr. Admin. Assistant

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Scott Korthuis, Mayor