



PUBLIC WORKS COMMITTEE MINUTES

4:00 PM April 2, 2025
City Hall 2nd Floor Conference Room

CALL TO ORDER

Council Members Present: Gary Bode
Gary Vis
Brent Lenssen

Staff Present: Scott Korthuis, Mayor
Jon Hutchings, Public Works Director
Mark Sandal, Program Manager
Jennifer Bell, Office Manager
Jessica King, Senior Admin Assistant
Jeff Davis, Street Utility Technician

Public Present: Nathan Zylstra

ACTION ITEMS

1. Approve Minutes from February 26, 2025

Action

The minutes from February 26, 2025, were recognized and accepted by the Committee.

2. Recommendation to Award– WWTP Demo Project - Boss Construction

Hutchings made a request to remove items 2 & 3 from the Action Items on today's agenda due to a protest regarding the low bid for this project. The protest is under legal review.

Action

The Committee agreed to remove items 2 and 3 from April 2, 2025, agenda and postpone discussion to a future date.

3. Professional Services Agreement (PSA) Amendment No. 7 - BHC - Services During Construction WWTP Demo project

Hutchings made a request to remove items 2 & 3 from the Action Items on today's agenda due to a protest regarding the low bid for this project. The protest is under legal review.

Action

The Committee agreed to remove this item from April 2, 2025, agenda and postpone discussion to a future date.

4. Department of Enterprise Services (DES) Change Order 2 - WWTP MLE Upgrade Project Switchboard Procurement

Hutchings presented a Change Order Proposal to the current contract with the Department of Enterprise Services (DES) for early procurement of electronic equipment and authorization for funding to allow Trane to rebid for sub-contractors for construction. The rebid is intended to solicit better pricing, especially related to electrical and mechanical subcontractors. The City did not receive a good cross section of bidders for these elements during the first bid because there was poor bidder response and because the project was only at 30% design at that time of bidding. Hutchings said the current/new bidding environment is more competitive now and design is almost 100%. However, due to the uncertainty of tariffs and unexpected year-on-year inflation, the City won't know where the project sits financially until the bidding process starts again. An RFQ that specifies cost saving value engineering elements will cause subs to specify which elements are providing us opportunities for cost savings. Hutchings said this change order in the amount of \$1,053,036 includes an allowance for tariffs and additional contingency funds. The Committee would like to know the entire project cost for construction. Hutchings said the costs should be available by end of July 2025 for the Committee to consider, for August Council approval. If approved, mobilization would begin in November 2025 and finish up in the Spring of 2027.

Action

The committee concurred to bring the DES Change Order 2 – WWTP MLE Upgrade Project Switchboard Procurement and Trane re-bidding for sub-contractors to full Council for consent agenda.

5. Recommendation to Rescind TIB Grant Funds \$500,000 – Schoolyard Park Sidewalk Project

Hutchings discussed the impact of project costs on the Transportation Benefit District (TBD) fund, and that the City was trying to carefully manage money spent with this fund. He said that the ADA sidewalk project on Liberty Street would be more of a priority and better used for this type of funding instead of the Schoolyard Park Sidewalk Project. Sandal asked the Transportation Improvement Board (TIB) if the City could spread out the TIB Grant Funds for projects around the City instead of one specific project. He was told that the change would need to be presented to the TIB Board and that the change was unlikely to be approved by the TIB Board. Hutchings also discussed the possibility of transferring Lynden's TIB fund award for this year to the City of Everson if they could use the funds instead.

Action

The Committee unanimously recommended that the TIB funds for the Schoolyard Park Sidewalk Project be rescinded and returned to the TIB Board or possibly transferred to Everson.

6. Recommendation to Reallocate CERB funding for W Main RAB – to WWTP MLE Upgrade

Hutchings discussed the prospect of re-allocating CERB loan funds from the W Main Roundabout project to the Wastewater Treatment Plant (WWTP) MLE Upgrade project. The intersection project is no longer viable within the CERB performance date due to Canature's bankruptcy. He noted that upgrading the WWTP project is a higher priority for these funds

and could be equally important to CERB. CERB requires economic support from surrounding businesses. The City needs to recast the argument for an intersection since Canature pulled out and there is no current local business support to replace their direct participation. Sandal said that Premier Packing and Lineage could provide potential future business support for the intersection improvements.

Action

The Committee recommended to move the CERB funding for the W Main Roundabout to the WWTP MLE upgrade and begin the conversation of reallocation with CERB.

7. Professional Services Agreement - Reichardt & Ebe Engineering - 1st & Grover Intersection Feasibility Study

The Committee discussed various options for the intersection. Bode asked if the utilization of TIB funds for 1st and Main can be delayed to include this added City funded work. Sandal said the work could most likely be added to the 1st and Main Street project as City funded only. The Committee also discussed landholdings and easement options for the intersection project. Vis asked if the street light signal cycle timing had been reviewed. Sandal said that it had been.

Action

The Committee recommended forwarding the agreement to City Council for approval.

INFORMATION ITEMS

**8. Reduced Speed Limit at New City Limits on Birch Bay Lynden Road
Currently 50 mph; Recommendation to Reduce to 35 mph**

Sandal discussed installing Reduced Speed Limit signs on Birch Bay Lynden Road east of Berthusen Rd.

9. Projects Update

Sandal informed the Committee of current project status:

- **New Maintenance Building** – Sandal asked if the City is interested in putting up name plaques of the Council members, contractor and designers on the new building. Committee members unanimously agreed they did not need a plaque.
- **9th and Judson** – re-starting on 4/21, finishing first week of May.
- **Guide Meridian Water Main** – easements finalized.
- **WWTP Demolition Work** – Covered in Item 4.
- **Bradley Rd** – Sandal said project is going well. Tim Holleman is receiving an offer from the City for right-of-way acquisition. Sandal said once the City gets the right-of-way purchased, construction funds can be obligated.
- **Drone** - Sandal said that Puget Sound Energy will be flying a drone for the project on Bradley Road and Line Road by Lynden High School – occurring on 4/3/25 – notices have been sent out.
- **Hydrants** – PW Crews started hydrant flushing on the east side of the City. Sandal said this helps with fire insurance ratings. The PW department will also be able to establish asset management with hydrant numbers. Vis requested confirmation of feedback for the success of asset programs being used.

NEW BUSINESS:

10. Notice of Public Hearing on Guide Sewer

Hutchings said City Council will hold a public hearing on 4/7/25 regarding the Latecomer Agreement for the Guide Sewer. The meeting packet will contain the judicial decision options the Council has regarding the Latecomer Agreement. Two property owners protested their assessment and requested a public hearing.

11. Vis asked about a future meeting with the various Pepin Subarea developers.

Korthuis said this has been discussed and that a proposed date is forthcoming.

12. Tentative Projects for Remaining 2025 and upcoming 2026

Hutchings said this will be discussed during the next Public Works meeting on May 7, 2025.

ADJOURNMENT: The meeting adjourned at 4:56 pm.

NEXT MEETING: May 07, 2025