



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

4:15 PM October 9, 2019

City Hall 2nd Floor Large Conference Room

1. ROLL CALL

Members Present: Councilors Gary Bode, Ron De Valois, Jerry Kuiken and Brent Lensen

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

Public Present: Gary Vis, Don & Sally Korthuis, Bob Weeks, Steve Moore, Jim Frey

2. ACTION ITEMS

A. No Minutes to approve for September 4, 2019 as this became a City Council meeting and were approved at the September 16th Council Meeting. Approve Minutes from September 11, 2019

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

Action

The minutes from September 11, 2019 were approved.

B. Lynden School District Request for Flashing Lights at Both Middle School Intersections

Jim Frey, Superintendent of the Lynden School District, provided handouts showing three Lynden schools and their surrounding streets which reflect school safety committee ideas for signage and crosswalk modifications.

Isom Elementary School: Frey stated that there is currently one heavily-used crosswalk mid-block on Benson Road and the other crosswalks are unused. Vehicle parking near the crosswalk with highest use creates a visual barrier. He requested that the City paint yellow curb on either side of the crosswalk and install speed response (radar) flashing lights in this school zone. Sandal stated the speed response lights are quite expensive. Banham proposed replacing the ones at Fisher Elementary with pedestrian-activated flashing lights; and move the speed response ones to the Isom Elementary school zone. Bode added that the City could also put traffic counters in to track speeds on Benson Road.

Lynden Middle School: Frey requested that the City reconfigure the crosswalks on Line Road. Currently there is one crosswalk on the north side of the intersection at Mercedes. Frey requested that a second crosswalk be installed on the south side of the

intersection, as the south side provides a more direct route to the school entrance. and moves students to the south of the parent drop-off area, alleviating some of that congestion. Frey also requested one pedestrian-activated flasher at each crosswalk on Line Road Banham noted that staff had discussed this before the middle school opened; but wanted to observe pedestrian behavior before installing any flashing lights or changing any crosswalks. Banham stated two flashers may cause too much congestion, but staff could install one and see how it affects vehicular and pedestrian traffic. Frey stated that he has observed that school zones in other more urban areas of the state use extensive signage and lighting to emphasize pedestrian warnings. Frey stated he will bring pedestrian counts back to staff for review. Sandal stated that flashing crosswalk lights are currently on order for the Middle School.

Lynden High School: Frey stated that he would like the City to consider flashing lights at the crosswalk at Eastwood Way crossing Bradley Road and school zone and speed limit signs at both ends of Bradley if they aren't already there. He stated that the high amount of traffic in this area is due to all the development to the east; and would like the crosswalks and school zone to be more visible.

Lynden Academy: Frey stated that Lynden Academy on Main Street has 300 students and he would appreciate a school zone sign in the area if one isn't already there; even though there is not much pedestrian traffic to and from this location.

The Committee discussed all of these requests, noting that the City does not have a large budget for traffic control. Bode suggested that Jim Frey look for grants that can be used to fund the flashing lights. It was mentioned that rumble strips or grooved pavement in the roadway at the beginning of a school zone could help get drivers' attention since distracted driving is a problem. Banham stated that due to the noise associated with these rumble strips, he would hesitate to put them in residential areas.

Sandal asked in what priority these requests should be placed. Frey stated he is not sure yet. Bode suggested he discuss the needs with the schools to determine the priority.

The Committee noted that this should be discussed by the Public Safety Committee as well.

Action

The Public Works Committee concurred that more information is needed before making any decision regarding traffic control in the various school zones. Frey stated he will go back and discuss this with the School District Safety committee. The committee also concurred that these concerns should be discussed by the Public Safety Committee.

C. Request Mayor Appointments to Airport Advisory Board for City Council Approval

Banham stated that three members of the Airport Advisory Board, Doug Broersma, Roger Humphreys and Don Korthuis, are at the end of their term effective December 31, 2019. Korthuis and Humphreys would like to renew their terms, although Broersma cannot at this time. Banham stated that Corwin McCaig has offered to serve on the board for the next term. This will be presented for Council approval in November.

Action

The Public Works Committee concurred to recommend appointing Roger Humphreys, Don Korthuis, and Corwin McCaig to the Airport Advisory Board for the next term, beginning January 1, 2020.

D. West Front Street EDI Application – Confirmation of Application – 1/3 Grant; 2/3 Loan

Banham stated that West Front Street is an impact fee street, and so developers are not required to construct frontage; however they do pay impact fees. City staff is currently considering a Whatcom County Economic Development Investments (EDI) grant/loan to help fund constructing this street to Tromp Road and to the City's all-weather arterial standards. This street is a great candidate with a pending business park development and existing use along with some indication of support from the County. The maximum funding per project is \$3M Split into \$1M grant and \$2M loan. This improvement should be within that limit. Staff is also pursuing the right-of-way donations needed for full arterial street and hoping to submit the application by mid-October.

Staff has met several times with Don Korthuis who is planning to construct a business park (Front Street Station) on the south side of West Front. Banham noted that the City's current standard ROW for this street is 80-feet; which would require an additional dedication of 20 feet from the north and south side properties. It is likely that Don Korthuis will request a variance with City Council to reduce the width. Lenssen asked about improvements to Tromp Road. Mark pointed out that Tromp Road, although not standard width is all weather construction and the City is not likely to obtain the additional ROW needed on the west side due to current agriculture use.

Banham also pointed out that sewer needs to be extended for this development, and this frontage extension is normally a developer responsibility with opportunity to file for a Latecomer Agreement. An alternative would be for the City to include sewer in the EDI Application and then create an assessment reimbursement area for the entire benefitting sewer basin. The sewer line could be included in the EDI to reduce the immediate effect on the sewer utility and to better match future assessment area revenue.

Banham asked if the committee supports this approach to help facilitate commercial development. Lenssen asked how much sewer would cost? Sandal said approximately \$250K to \$300K. Lenssen indicated that he would be in favor of putting sewer in with this project and charging an assessment.

The Committee was in favor of putting in sewer utility and roadway to encourage development in that area and pursuing the EDI grant/loan.

Action

The Public Works Committee concurred to support staff pursuing an EDI grant/loan for the development of West Front Street to include street and utility improvements.

3. INFORMATION ITEMS

A. Lynden Airport Advisory Board Presentation

Bob weeks presented an informational PowerPoint about airport operations.

B. Arborist Tree Evaluation / Steve Price Discussion of Front Street Trees / Department of Natural Resources Offer of Assistance

The Committee reviewed the arborist tree evaluation noting the tree-by-tree description.

Banham stated that soon, the recommended trimming will be with the Crew doing some of the lower less complicated work and the arborist doing the higher, more extensive trimming.

Sandal mentioned that an arborist from the Department of Natural Resources (DNR) visited Public Works and has offered to provide some technical assistance and staff will be following up with him later this month. The goal is to develop a long-term maintenance and replacement plan.

C. Discuss Path Forward for YMCA repairs / addition / rebuild – Request from Parks Committee

This discussion was postponed to a later date (although the Committee did briefly discuss improvements needed in the current facility).

D. Projects:

1. Old Water Treatment Plant Demolition

Sandal stated that the project is nearing completion with paving scheduled for Friday.

2. Wastewater Treatment Plant Outfall

Banham stated that mitigation planting is all that remains to be done. The new outfall is operational.

3. Industrial Condensate – Riverview to Outfall

Banham stated that he met with Whatcom County Regarding the necessary Franchise and Encroachment Permit. Sandal stated that this permit covers everything along Hannegan Road; which was put in long ago and so needs a new permit to make it official. Also we will soon have the new DNR lease, JARPA and Army Corps permits. The project is to be completed in 2020 with “in-water” work completed before October 1, 2020.

4. Line Road Shoulder Widening

Banham stated that design is nearing completion and that installing sidewalk is not feasible even where the City has more right of way. The travel lanes will be narrowed, and an extruded concrete curb will be added to provide more protection for bikes and pedestrians. Reflective pylons will be included intermittently on the curb.

Bode asked about the timeframe and Banham replied that the current schedule shows award in November. Mark stated that the local asphalt plant shuts down the week before Christmas, so the hope is to get this complete beforehand.

Lenssen asked about Isom Elementary School and if the City has ever looked at putting sidewalk on east side of Benson Road from the school to the north to Cedar? Sandal said that there has been discussion; once you get past Benson Lane, but he’s not sure if there is right of way there. Banham suggested that perhaps this could be pursued as a Safe Routes to School grant project. Sandal also indicated that we might be able to follow the plan like what is being done on Line road; a widened shoulder. Sandal will check on this.

5. 7th Street Revitalization – Work to Begin October 14th

Sandal stated that Dekoster should start work north of front street next week. Bode stated that they need to make sure trucks can move out of Judson street alley to the right and ensure their turning radius is adequate. Also make sure there will be no parking there because trucks cannot make the turn if vehicles are parked there.

Sandal stated that the property owner can be notified if they are utilizing public right of way and need to move vehicles and that maybe the police can issue tickets if need be for right of way obstruction.

Discussions occurred regarding the angle parking stalls on the south side of Judson alley between 7th and south 6th. Sandal stated these stalls are on private property but when cars park they often extend into the alley right-of-way. Banham stated it may be possible to steepen the angle of the stalls to keep them on private property.

Discussions occurred regarding signing South 6th Street from Judson alley south to Riverview as a truck route. This has the potential to reduce the current issues of trucks turning onto 7th from the alley.

6. Request for Professional Services (RFP) – Design of Fairgrounds Stormwater Facility – Seven Proposals Being Evaluated

Banham stated that seven proposals were submitted and two have been chosen for interview and will be narrowed down to one firm to negotiate price and scope with. Banham stated that funding for the design will be from a DOE grant in coordination with the Whatcom Conservation District. He noted that the hope is to also obtain DOE funding for construction.

7. Old Elevated Tanks – Estimated Completion November 15, 2019

Sandal stated that this project could possibly be sooner than November 15th.

8. WSDOT Double Ditch Culvert Replacement

Banham stated that he met with WSDOT. Due pressure to replace fish-blocking culverts, the project has been moved up to 2022. Staff recommended getting the city attorney to draft a letter regarding the impact of replacing the culvert before Pepin infrastructure is complete.

4. ITEMS ADDED - None

The October 9, 2019 Special Council Meeting was adjourned at 6:06 p.m.

Heather Sytsma, Sr. Admin. Assistant

Scott Korthuis, Mayor