



PUBLIC WORKS COMMITTEE MINUTES

4:15 PM March 6, 2019

City Hall 2nd Floor Large Conference Room

1. ROLL CALL

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

Staff Present: City Administrator Mike Martin, Public Works Director Steve Banham; Programs Manager Mark Sandal; and Admin. Assistant Lori Jilk

Public Present: Paul Kenner, Mick O'Brien and Jon Olson

2. ACTION ITEMS

A. **Approve Minutes from February 6, 2019**

De Valois motioned to approve the minutes and Bode seconded the motion.

Action

The minutes from February 6, 2019 were approved.

B. **Approve Ordinance – Update to Sewer Code- Wastewater Industrial Treatment Section**

Staff provided a Sewer Code Ordinance that updates Section 13.12 of the Lynden Municipal Code regarding Industrial Users. Banham stated this same language was updated in the adopted 2016 Sewer Plan and addresses NPDES permit requirements for waste contamination. These include numerical errors for certain pollutants that were found after comparison with other municipalities of their local limit values.

This language was previously included in the sewer rate resolution, but is more appropriate as part of the code rather than a subsection of the fees resolution.

Action

The Public Works Committee concurred to recommend approval to the full City Council of this Ordinance Amending Sections of Chapter 13.12 – Sewer System Regarding Industrial Users.

C. **Approve Resolution – State Revolving Fund Loan for Wastewater Treatment Plant Outfall**

Banham presented a Resolution which would authorize the City to use State Revolving Funds (SRF) for constructing a new Wastewater Treatment Plant outfall (replacing the existing outfall), and authorize the Mayor to sign the loan agreement. The 20-year SRF loan, offered by the Department of Ecology (DOE), has a 1.5% interest rate.

A copy of the loan agreement has been sent by staff to the City's attorney for review and to sign the Opinion of City's Legal Counsel certification that would be provided to DOE with the signed loan agreement.

Action

The Public Works Committee concurred to recommend approval of the Resolution Approving the City of Lynden Use of State Revolving Fund (SRF) For Construction of a New Outfall for the Lynden Wastewater Treatment Plant.

D. Approve Resolution – Update Compost Fees

Banham stated that many businesses, contractors and Lynden citizens purchase compost produced at the Lynden Compost Facility next to the Wastewater Treatment Plant. The compost is a quality product for our community to use. To meet customer needs and continue customer satisfaction, staff would like to update methods of receiving payment by accepting credit cards at the facility. Now, customers must first go to City Hall and pay by cash or check; which is inconvenient. The proposed rate change covers costs associated with processing credit card payments.

Lynden community members will still be able to receive the 1st yard free. Additional quantities (up to 50 cubic yards/year) will increase from \$11.00/yard to \$12.00/yard. Businesses who purchase in bulk (300 or more cubic yards/year) will see an increase from \$6.00/yard to \$7.00/yard.

Action

The Public Works Committee concurred to recommend approval to the full City Council of the Resolution regarding the update to Compost Fees.

E. Request for City to Takeover Private Street: Island Green Way (Homestead PRD Maberry Division 10 Plat #56) – Paul Kenner

Jon Olson and Paul Kenner, who reside on Island Green Way (IGW), spoke to the Committee requesting that IGW; which is currently a private street off Depot Road, be taken over by the City. Kenner stated that he believes all of the residents on IGW now support the City owning and maintaining the street.

Banham stated that currently, IGW is among approximately 30 privately maintained streets in Lynden. One of the challenges of deprivatizing streets is the lack of additional resources for the City to offset its maintenance costs.

Kenner stated one of the main reasons for the request is for snowplow maintenance during the Winter months.

The Committee discussed whether the road, as constructed, meets public road standards including width.

Mick O'Brien, General Manager of Homestead's Golf Course (in attendance for the next agenda item), stated that IGW is a part of Homestead PRD and that Homestead currently provides snowplowing during the winter months, but heavy snows overwhelm their equipment so they would need to use an outside company, which is costly.

Kenner and Olson stated they did not realize IGW is part of the PRD. They asked the City to continue to explore more closely how IGW compares with other private streets

and with City Standards, and said they remain interested in exploring the City taking over IGW.

Action

Banham stated the Committee would review the specifics of this street and further discuss de-privatizing IGW at the April Public Works Committee meeting.

3. INFORMATION ITEMS

A. Homestead Sidewalks and Homestead Association Update- Mick O'Brien

O'Brien spoke to the Committee, as General Manager of Homestead Golf Course, about their desire to cooperate with the City to make the Homestead community safe and well-maintained.

He clarified that Homestead is not a Homeowners Association (HOA), but rather a "Maintenance Fee Community". They recently held what he believes was the first annual meeting with residents to get feedback and to discuss plans. They have also been working with their legal staff to ensure residents of the community are paying their monthly fees. O'Brien states he recently met with Banham and Public Works staff to discuss trees and sidewalks along E Homestead Boulevard.

He stated that trees with low-hanging branches have been identified and trimming will be taken care of by Homestead as soon as possible, weather permitting. The hazardous sidewalk panels that have been uplifted by tree roots along E Homestead Boulevard have been painted/marked. In Spring of 2019, the dangerous sidewalk panels will be removed, tree roots cut, suitable fill material added, and new panels placed. Landscape restoration will then be done by Homestead. Banham added that currently Public Works Staff are obtaining cost estimates for the sidewalk installation. Some of the work will be done by the City Public Works crew and some by hiring an outside contractor, depending on the scope of repairs. Currently work falls within the annual budget for sidewalks.

Banham and O'Brien stated that the City and Homestead will continue to work together to make this area safer.

B. Six-Year Transportation Improvement Plan (STIP) Update

Sandal stated that the STIP process is the same as in previous years. He stated that the preliminary STIP handed out at the last Public Works Committee meeting has been updated. Projects completed in 2018 and others which will be closed out before the end of the year have been removed from the spreadsheet. Staff has included residential street overlays and improvement projects. Projects are listed in alphabetical order and the spreadsheet includes map reference numbers. Maps will be provided in the Council packets.

C. Front/Tromp Route to be Classified as an Urban Minor Arterial and South Duffner Drive to a Major Collector

Banham stated a letter has been sent via WSDOT to the Federal Highways Administration (FHA) requesting that the Front Street/Tromp Road arterials be classified as Urban Minor Arterials and that South Duffner Drive be reclassified as an Urban Major Collector (low to moderate capacity road which helps move traffic from local streets to other arterial roads).

Classifying these roadways makes them eligible for future federal funding. Banham stated the City is currently waiting for a response from the FHA.

D. Projects

1. Wastewater Treatment Plant Outfall Department of Ecology Loan Finalized this Month - Advertise for Bids Late April

Banham stated that the Loan Agreement with the Department of Ecology to fund the outfall should be finalized this month. The City will advertise for bids in late April and estimates construction occurring in the Summer and Fall of 2019, with all “in-water work” occurring within the permitted low-flow Fall “fish window”.

Note: This is the same funding referenced in Item 2C on Page 1.

2. Water Treatment Plant Demo Discussion – Surplus Equipment Sale Planned for March 30th, 2019

Banham stated that equipment and other surplus items from the old water treatment plant will be available during a silent bid, held on March 30th, 2019. Items will go to the highest bidder and the City will have the right to reject bids and/or establish minimums, if need be. Highest bidders will be responsible for removing and hauling their purchased items. The sale will be advertised in the Lynden tribune and on the City website. Any remaining equipment will be removed during the demolition project.

3. Whatcom Council of Governments (WCOG) Project Submittal List

Korthuis and Banham discussed a letter that was mailed to the Whatcom Council of Governments which presents a list of unfunded city projects for inclusion in the proposed transportation revenue package. Some of the projects outlined are: Jim Kaemingk Sr. Core Fishtrap Creek Trail Gap Elimination Project, Pepin Creek Flood Protection for SR-546 Project and the 17th Street Extension Project.

4. Department of Ecology Loan - Pepin Downstream for Property Acquisition and Design

The City is working with the Department of Ecology to finalize a Loan/Grant Agreement for the Pepin Downstream Stabilization Project. Funds will be used for property acquisition and design that is consistent with the Value Engineering recommendations. Staff expects to finalize the agreement in March and forward to Committee and then Council for approval in April.

E. Update on Nooksack River Watershed Water Quality

Banham presented a January 2018 handout from Whatcom County Public Works (WCPW) which shows water quality (relating to fecal coliform bacteria) for the Nooksack River watershed. WCPW coordinates regular monitoring of fecal coliform levels at 17 different sites in the Nooksack River watershed. The results are improving at most sites. The Committee discussed monitoring equipment installed at the border and data from various monitoring locations within the City.

F. Discuss Hiring Precision Approach Engineering to Assist with WSDOT Airport Aviation Grant for Needed Runway Improvements

Banham stated that the City is interested in hiring Precision Approach Engineering, an aviation engineering consulting firm, to assist with a WSDOT Airport Aviation Grant needed for airport runway improvements (seal coating/re-striping). He added that the

application for the grant would be prepared and sent to the WSDOT once they send out their annual call for projects.

Banham added that the grant would require a minimum match of 5%, which is currently in the 2019 budget.

4. ITEMS ADDED:

Northwest Washington Fairgrounds – Storm Drainage

Banham stated that currently some of the storm drainage for the Northwest Washington Fairgrounds may drain directly into Fishtrap Creek. The City has applied for and received a grant through the Department of Ecology to complete design work for a new storm system at the Fairgrounds.

The plan is to have the new system treat and infiltrate storm water onsite rather than sending it into the creek or to the City wastewater treatment plant (during the fair and when other events with animals occur). To allow for access and maintenance of the potential new system, the City needs to obtain easements from the Fair. The Department of Ecology is unable to grant money to the City for construction without the necessary easements.

Banham and the Committee discussed whether the City should proceed with helping the Northwest Washington Fair with constructing a new stormwater system. Banham reminded the Committee that although the Department of Ecology wants to provide the necessary funding, they can only do so through a public agency (the City of Lynden). Therefore, if any potential problems would occur with the new system, the Department of Ecology would come directly to the City, and the City would then work directly with the Fair.

The Committee stated how important the Northwest Washington Fair is to the community and expressed interest in continuing to work on the potential new storm drainage system at the Fairgrounds.

The meeting was adjourned at 5:39 p.m.