



PUBLIC WORKS COMMITTEE MINUTES

4:00 PM February 26, 2025
City Hall 2nd Floor Conference Room

CALL TO ORDER

Council Members Present: Gary Bode
Gary Vis
Brent Lenssen

Staff Present: Scott Korthuis, Mayor
John Williams, City Administrator
Jon Hutchings, Public Works Director
Mark Sandal, Program Manager
Jennifer Bell, Senior Admin Assistant
Heather Sytsma, Office Manager

Public Present: None

ACTION ITEMS

1. Approve Minutes from February 5, 2025

Action

The minutes from February 5, 2025, were recognized and accepted by the Committee.

2. Recommendation to Award–Pepin Creek/Pine St. Bridge–DeKoster Excavating Inc.

This project will construct the Pepin Creek bridge at Pine Street and extend the Pepin channel from Main Street north through Westview Development. Sandal informed the committee of the bid results. DeKoster Excavating submitted the lowest responsive and responsible bid for Schedules A, B, and Alternate A1 in the amount of \$4,416,993.84. Engineer's estimate was \$5,254,943.10. Sandal also discussed the outcome of a bid irregularity which was determined acceptable since it related to a lower-tier subcontractor. The committee discussed the 20-year loan repayment plan to the Public Works Trust Fund, which is scheduled to be repaid by Transportation Benefit District (TBD) funds. The committee recommended forwarding the bid results to City Council for award.

Action

The Committee recommended that City Council award the contract for the Pepin Creek/Pine Street Bridge project to DeKoster Excavating Inc. in the amount of \$4,416,993.84 for Schedules A, B, and Alternate A1.

3. Recommend Approval of Transportation Improvement Board (TIB) – Schoolyard Park

Sandal presented a revised scope for this project in the amount of \$479,384.88, a reduction from the original estimate of \$752,114. The committee shared concerns about the cost of the project that will only serve a small area of town. Bode suggested inventorying other

areas around town that have more pedestrian traffic. Hutchings explained the requirements for this source of funding, Complete Streets, and how the former Public Works Director had identified this project area as a good area when applying for future funding. The committee requested more time to consider and will discuss it again at the next meeting.

Action

The committee directed staff to contact TIB on potential alternative uses of these funds. No action taken at this time, scheduled for further discussion at the next meeting.

*** (Follow-up post meeting: Sandal discussed with TIB potential other projects to utilize these funds. TIB indicated this would require going back to the TIB Board for approval and that this is not a good time to make such a request. TIB indicated it would be best to return the funds.)*

4. Federal Funding TA - Liberty Street Sidewalks 17th St to BC Ave

Hutchings presented the preliminary engineer's estimate for this project in the amount of \$414,082.50. The City was awarded a Transportation Alternatives (TA) grant in the amount of \$470,000 of which 13.5% is local match. He stated this project would make required ADA improvements as prescribed in the City's ADA Transition Plan. The committee was in support of moving forward with this project. The next step is to request funds be released for design work.

Action

The committee concurred to move the project forward to the design phase.

5. Professional Services Agreement – Reichhardt & Ebe Engineering – 1st & Main Street Overlay Project No. 2025-04

The committee discussed additional improvements they would like to include within the scope of this project including the potential of acquiring adjacent property to widen the turn area. The committee supported signing the contract as long as staff worked with a consultant to investigate additional improvements to the area for traffic, especially truck movements. Sandal stated there is \$50,000 in TBD funds this year to investigate the intersection of Grover and 1st and that the scope could be expanded to cover this additional work.

Action

The Committee recommended City Council authorize the Mayor to sign the contract with Reichhardt & Ebe for design of the 1st & Main Street Overlay Project.

6. Professional Services Agreement – Reichhardt & Ebe Engineering – Pine Street Bridge Construction Management

Sandal presented the Construction Management contract with R&E for the Pine Street Bridge project in the amount of \$589,955.37. The committee supported signing the contract.

Action

The Committee recommended City Council authorize the Mayor to sign the contract with Reichhardt & Ebe for Pine Street Bridge Construction Management.

7. Professional Services Agreement – Pacific Surveying & Engineering – Hannegan/Riverview Left Turn Lane

Sandal informed the committee this agreement is for preliminary scope and feasibility of a

left turn lane on Hannegan Rd at Riverview Rd. The contract amount is \$35,335 and is included in the 2025 TBD budget.

Action

The Committee recommended City Council authorize the Mayor to sign the contract with Pacific Surveying & Engineering for Hannegan/Riverview Left Turn Lane.

8. Professional Services Agreement – Pacific Surveying & Engineering – Riverview Rd Extension East Feasibility

Sandal informed the committee this agreement is for preliminary scope and feasibility of extending Riverview Rd east to Hampton Rd. The contract amount is \$53,371 and is included in the 2025 TBD budget. The Mayor said this would be a major accomplishment and would improve traffic congestion at the Front St and 1st Street intersection.

Action

The Committee recommended City Council authorize the Mayor to sign the contract with Pacific Surveying & Engineering for Riverview Rd Extension East Feasibility.

INFORMATION ITEMS

9. Projects Update

Sandal informed the Committee of current project status:

- **New Maintenance Building** – making good headway and beginning interior finishes.
- **Pine Street Bridge** – Set to present bid for approval at City Council on March 3rd.
- **Bradley Road** – Cultural Resources is complete and a SEPA Determination of Non-Significant was issued. The comment period on this determination ends March 19, 2025. Requesting that WSDOT release construction funds. Right-of-Way (ROW) acquisition Possession and Use process gives the City the right to use the property and then negotiate payment or pursue a condemnation process, if necessary. The majority of affected property owners are in agreement with the ROW plan. Bids expected to go out in late March, bid opening in April, approval at City Council in May.
- **WWTP Demolition Work** – Bids out now for Bio Tower demolition, opening bids March 19th.

10. Backflow Data Solutions – RPZ Flow

Sandal informed council of plans to use RPZ Flow software to track annual pass/fail of backflow preventor testing. Backflow devices are placed on water services to prevent backflow from a business entering the City water system. (Ex: of such business, restaurants, fire lines, certain commercial business) There is no cost to the City for this software, the testers will pay a \$10 fee to submit results and \$1.99 to cover notification mailers. Those fees will likely be passed through to the customer. Vis asked if the City could try it for a year and then re-evaluate. Hutchings said this is one measure at trying to find ways to be more productive with the current reduced staffing.

11. WWTP Expansion Update

Hutchings spent several minutes recapping the progression of the project to date. He discussed the escalation in the cost estimate over time, the funding sources secured, and the remaining funding gap needing to be secured. He said the City is approaching a decision point on how to proceed, either with the existing design-build process with the Department of Enterprise Services and Trane, or the option of a more traditional design-bid-

build process paying for 100% design and bidding construction ourselves. The current project cost estimate is \$28M, of which \$20M in funding is secured. Hutchings discussed potential additional funding sources. He will keep the committee up to date on upcoming decision points.

NEW BUSINESS:

12. Staffing Changes

Hutchings announced that Heather Sytsma, Office Manager, submitted her resignation after 23 years of service to the City. Her last day is March 21.

13. Street Ownership

The Mayor discussed Bogaard Hay's claim of owning 75 feet of Pine Street. Lenssen mentioned a section of 19th Street that was not owned by the City. Staff will research these areas.

14. Streetlights at Berthusen

Bode asked about the status of streetlights. Sandal is in the process of signing the order with PSE.

15. Franchise Work Updates

Hutchings informed the committee about a water main break when a contractor for PSE bored through the water main at Village Drive/Palmer Court. The crew responded and fixed the break within hours. They also discussed the status of Ziplly Fiber's progress in town.

16. Chamber of Commerce – 2025 Event Center

Vis presented the Chamber of Commerce Event Calendar for 2025. Razz Fest will increase usage area, but most other items remain the same.

Action

The Committee recommended City Council approve the Chamber of Commerce – 2025 Event Calendar.

ADJOURNMENT: The meeting adjourned at 5:30pm.

NEXT MEETING: April 09, 2025