



## PUBLIC WORKS COMMITTEE MINUTES

4:15 PM August 7, 2019

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

### 1. ROLL CALL

Members Present: Councilors Gary Bode, Ron DeValois and Jerry Kuiken

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

Public Present: Michelle Campbell and Zach Schrempp RH2 Engineering  
Stan Stuurmans  
Jim Frey, Lynden School District

### 2. ACTION ITEMS

#### A. Approve Minutes of July 10, 2019

The minutes for July 10, 2019 were approved as submitted.

#### B. Request to send Bid Recommendation for 7<sup>th</sup> Street Revitalization Project Directly to City Council September 3<sup>rd</sup> if Responsive / Responsible, In Range of Engineer's Estimate and Upon TIB Approval. Bid Opening August 15<sup>th</sup>

Banham stated that bids for this project are scheduled to be opened August 15 and asked the Council for permission to send the bid recommendation straight to City Council so as not to delay the project start and because TIB approval is needed prior to award. Banham noted that the bid tabulation would be sent to the Committee to review ahead of time.

#### Action

*The Public Works Committee concurred to recommend that the bid recommendation be sent directly to the September 3<sup>rd</sup> City Council meeting for approval if they are responsive, reasonable, within budget, and upon TIB approval.*

**C. Lynden School District Request to Install Parking on North Side of Main Street at Old Middle School 516 Main Street. Currently parking is not allowed in this area so City Code would need an update. This is also going to Safety Committee.**

Banham presented a letter from Jim Frey, Superintendent with the Lynden School District explaining that, with repurposing the old middle school facilities they are adding early childhood classrooms as well as the district offices at this location. Part of the planning includes a bus loop and parent drop off next to the school along Main Street. In conjunction with the loop drop off, the school district would like to add 8 parking stalls on Main Street, which is necessitating the parking allowance. Currently parking is not allowed along the sidewalk next to the school as previously that would have created unsafe circumstances.

Banham noted that in order to allow parking at this location, a code change would be needed to Section 10.08.100.

Action

*The Public Works Committee concurred and directed staff to update Chapter 10.08.100 of the Code to allow for parking in this area of the school and forward to the full City Council for approval.*

**D. Final Review of Septic to Sewer Ordinance Before Sending to Full City Council as Directed at the July 19<sup>th</sup> Public Works Committee Meeting**

Banham presented the latest updates to the draft ordinance amending Chapter 13.12 – Septic to Sewer Ordinance. The intent is to preserve the residential waiver of sewer connection fees; but adds conditions for non-single-family septic to sewer conversions. As larger parcels and uses want to connect under the waiver, the City needs to consider service to adjacent properties and might require a utility easement as a condition of the waiver.

Action

*The Public Works Committee concurred to recommend approval of the Septic to Sewer Ordinance amending Chapter 13.12 and directed staff to forward this to the full City Council.*

**E. Water System Plan Update – RH2 Presentation – Recommendation to Submit to DOH; Public Meeting May Be Required**

RH2 Engineering has been working with staff to finalize the update to the City's Water System Plan (WSP) and it is now ready for resubmittal to the Washington State Department of Health (DOH), Department of Ecology (DOE), Whatcom County Planning (County), and Whatcom County Health Department (HD) for final approval.

Banham presented an updated map of the Service Area and Adjacent Water Systems. As part of their review, Whatcom County required that the City hold a meeting to hear any public comment on Service Area Map

changes before including the service area map revision in the County's Coordinated Water System Plan.

At the request of the Department of Health the City has committed to provide water to adjoining water associations with nitrate contamination, should the City first obtain sufficient water rights. These associations are shown on the map as "Potential Future Additions" to the Retail Service Area (RSA).

The Committee also discussed Rader Farm's possible nitrate contamination and concurred that this area should be added to the City's service area map along with the other associations considered as Potential Future Additions.

Action

*The Public Works Committee concurred and directed staff to forward the updated service area map, including Rader Farms property, to City Council to set a public hearing date of September 3, 2019 to hear comments.*

**F. Stan Stuurmans Boundary Line Agreement Request**

Stan Stuurmans presented a map showing where he would like to see a boundary line adjustment with his and the City's property. He outlined what he would like to do with this property (approximately 30,000 feet) and that he is interested in purchasing this property from the City. This was the process previously used for him to acquire 1,500 square feet of land from the City near the same area.

The Committee discussed that this property might need to be used for future expansion of the West Lynden Stormwater Detention Pond.

Action

*The Public Works Committee concurred that they are not interested in selling this City property at this time, as doing so would put the City further out of compliance with County code.*

**3. INFORMATION ITEMS:**

**A. Hiring a Structural Engineer to Check City Facilities Seismic Readiness per FEMA**

Banham stated that the City would like to retain the services of a structural engineer to do a rapid visual assessment of the City's buildings per FEMA seismic guidelines.

This will let staff know the condition of the buildings and will help establish repair priorities and identify what funding might be needed for future budgets.

## **B. Northwood Road Speed Study**

Banham submitted speed statistics for Northwood Road going south and going north for the Committee's review.

## **C. Two Diseased Pin Oak Removals on Front Street at 11<sup>th</sup> and 15<sup>th</sup> Streets Arborist to Evaluate Other Pin Oaks and Provide Report**

Banham stated that the two diseased trees will be removed August 21, 22 and 23<sup>rd</sup> and road closure notices will be sent out. The City is also hiring an arborist to check on the condition of the other Pin Oaks.

## **D. Projects:**

1. Pepin Creek Ditch (Phase 1 Upstream) – This is the emergency intercept ditch (FHWA-ER funded). The schedule was presented. Bid opening Sept 5<sup>th</sup> with City Council approval on Sept 16<sup>th</sup>.
2. Old Elevated Water Tank (Old Middle School Property) Soil Remediation – Small Works Roster Project – No Bids Received – In Process of Negotiations with Four Contractors
3. “Pepin Parkway” Arterial Connector – Benson to Double Ditch

Banham presented a concept exhibit of an arterial parkway from Benson Road to Pine Street / Double Ditch Road. This would reduce the number of bridge crossings and reduce the infrastructure cost in this subarea. Analysis by WCOG shows that there would be sufficient roadway capacity with the single arterial route. The Committee had no issues with the concept.

4. Old Devine Property Groundwater and Soil Investigation – Whatcom Environmental; Approximately \$20,000

Sandal explained that this work is being done to investigate the groundwater on the old Devine property to see if it may be a source of arsenic plume in the area. The Committee concurred this is needed.

5. 17<sup>th</sup> Street Project Update

Banham stated that the design team is reviewing pedestrian improvements and traffic calming as discussed during the vacation hearing. The additional design efforts have pushed out the construction contract award to the end of the year so most of the construction will occur next year.

6. Darigold Stormwater

Design is being finalized and bids will be solicited the end of the month.

7. Line Road Pedestrian Safety Improvements – SEPA Submitted

The meeting was adjourned at 6:05 pm