

# CITY OF LYNDEN

PUBLIC WORKS DEPARTMENT

Main Number: (360) 354-3446



## Public Works Committee Meeting Minutes

City Hall – 300 4<sup>th</sup> Street  
Microsoft Teams Virtual Meeting  
4:00 PM September 08, 2021

### Roll Call

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

Staff Present: City Administrator John Williams, Public Works Director Steve Banham, Programs Manager Mark Sandal, Building Official Ted Brouwer, Sr. Admin. Assistant Miriam Kentner

Public Present: Gary Vis, Jeannie Davidson, Eddy Martin

### Action Items

#### 1. **Approve Minutes from August 4, 2021**

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

***Action:***

***The minutes from August 04, 2021 were approved.***

#### 2. **KOA Pond Maintenance**

Eddy Martin, representing Lynden KOA, reviewed his concerns regarding shoreline erosion in the KOA's ponds. At the May 5, 2021 meeting, the Public Works Committee asked staff to review the design regarding maintenance and operation of the City's Greenfield stormwater detention pond. Staff has obtained survey data and is working with an engineer to identify required maintenance or removal of accumulated solids.

The Public Works Committee discussed in depth the previous conversation and the possible impact of the stormwater draining to the KOA property.

***Action:***

***The Public Works Committee concurred to recommend that staff meet with a professional in drainage and erosion control to understand the impact and bring the findings to an upcoming meeting. Staff also suggested Martin work with a contractor that specializes in stormwater drainage and requested that Martin forward a bid for work to staff.***

#### 3. **Franchise Agreement - Cascade Natural Gas**

The City's franchise agreement with Cascade Natural Gas (CNG) expires in January, 2022. CNG recently requested to extend that agreement an additional ten years, per Ordinance No. 1413. This franchise allows Cascade Natural Gas to operate and maintain a natural gas pipeline system within and through the City of Lynden.

**Action:**

**The Public Works Committee concurred to recommend approval to City Council to renew the existing franchise agreement between the City of Lynden and Cascade Natural Gas for an additional ten years.**

4. **Professional Service Agreement - Welch Ecological Services**

Banham presented a proposal from Welch Ecological Services for 2022. Welch Ecological Services provides compliance support for meeting the terms and conditions of the NPDES Phase II stormwater permit. The NPDES permit has additional requirements for 2022, thus the increase in the proposed agreement.

**Action:**

**The Public Works Committee concurred to support the renewal of the Welch Ecological Services agreement.**

5. **Interlocal Agreement, West Lynden Drainage**

Banham presented a draft Interlocal Agreement between the City of Lynden, Bertrand Watershed Improvement District, and North Lynden Watershed Improvement District.

The purpose of this agreement is to set the terms whereby all parties to the agreement will mutually plan, develop, and implement Comprehensive Stormwater and Drainage Plans for the West Lynden Commercial Area and other areas adjacent to the City that serve the best interest of all parties.

**Action:**

**The Public Works Committee concurred to recommend that staff finalize the terms of the Interlocal Agreement and forward it to City Council for approval.**

6. **Lynden Recreation Center- Forge Fitness Siding Proposal**

Brian and Jeannie Davidson, leaseholders of the Lynden Recreation Center, operating as Forge Fitness, are following up on their request for funding to replace the siding. The lease agreement was amended earlier this year authorizing the Davidsons to be reimbursed up to \$250,000 as discussed in the August 4, 2021 Public Works Committee meeting.

Bode presented the exhibits showing the siding and paint colors of the bid proposal. Banham explained the need for removing the berms located around most of the building.

Davidson explained that a base bid for the siding replacement was received from Bay Road Building & Consulting LLC for \$410,269.65 plus sales tax. Only one bid was received as no other companies were able to perform this specific work. This work will straddle 2021 and 2022 calendar years and is expected to use \$250,000 in each year with contingency taken into account.

**Action:**

**The Public Works Committee concurred to recommend forwarding the updated two-year siding proposal to City Council for approval.**

## **Information Items**

### **7. 2022 Public Works Budget**

Banham distributed the 2022 Public Works Capital Project “Placemat”, which lists all budgeted capital projects and their funding sources, including grant funds, for review.

### **8. Front Street Pin Oaks.**

Banham reported Urban Forester Tree Services is currently trimming the Pin Oak trees located on Front Street and is expected to provide feedback on the health of the trees.

### **9. Projects**

#### **6th Street Alley Cured in Place Pipe (CIPP) (Sewer)**

Staff explained that the 6<sup>th</sup> Street Alley Cured in Place Pipe project is in progress and noted that pipes located on 6<sup>th</sup> Street were in poor condition and full of grease which needs to be removed prior to relining. This 2021-funded project may overrun into 2022.

#### **Stormwater Decant Facility**

The pre-engineered metal building arrived in August and the steel structural members are complete. The waterline work that will extend the water main along the western property edge of the shop from Badger Road to the south property line. This work is expected to begin the week of September 13<sup>th</sup>.

#### **Industrial Condensate (Hannegan Road)**

Sandal stated that the Small Works Roster project installing sanitary sewer manholes along Hannegan Road is complete.

#### **Pepin Creek Parkway – Alignment**

The Committee discussed the street location and cross-section information for the Pepin Creek Parkway project which shifts the parkway to the west within City limits to provide a perpendicular crossing of the creek. The Committee also discussed the use of the runway safety area and Benson Road.

## **New Business:**

### **9. Sidewalk Ordinance Chapter 19.33 - Signage on Sidewalk**

Banham explained that the amendment to the Sidewalk Ordinance currently under public review will be amended by staff to include a reference to Chapter 19.33 in response to comments by Councilman Lenssen.

### **10. Complete Streets Policy**

Banham suggested the need for a Complete Streets Policy, which is required for certain grant funding applications. Complete Streets are designed and operated to enable safe multimodal use.

**Adjournment:** The meeting was adjourned at 5:23 pm

**Next Meeting:** October 6, 2021