



**Public Works Committee
City Hall – 200 NE Moe Street
2nd Floor Conference Room**

Subject	Meeting Minutes	Date	January 27, 2016
Recorder	CR	Start Time	5:00 PM
Committee Chair	Jeff McGinty	End Time	7:15 PM
Committee Members	Jeff McGinty (JM) Connie Lord (CL) David Musgrove (DM)		
Staff Present	Andrzej Kasiniak (AK), Mike Lund (ML), Charlie Roberts (CR), Keith Svarthumle (KS), Becky Erickson (BE)		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	JM will be chair starting next meeting.
B.	Agenda and Extended Agenda Review	none
C.	Mayor and Department Head Reports	AK report: Finn Hill Reconstruction project will be moving forward with design. Advertisement scheduled for February. \$412,000 unrestricted traffic impact fees. 500k specifically for Finn Hill as part of Olhava. Also, confirmed Special Meeting on Feb. 3rd for Sewer Comp Plan.
D.	Approval of minutes: 1/13/16	Approved
2.	Agenda Items:	
1.	Sanitary Sewer Overflow	AK reported on sanitary sewer spill on 1/21/16 at 9am lasted until 5pm. Estimated 40,000 gallons spilled. ML and KS responded in field. AK, DL, and Dean contacted DOE and KCDH. Overflow was controlled and DOE was on board with method. Causes were heavy I&I – 2.5mgd on top of 0.6mgd baseflow. Action to take – continue I&I reduction in 7th Ave basin. Will add Deer Run Basin as the I&I was very high in that location as well. DM asked difference between overflow in other areas of city. AK clarified that Sol Vei overflow was sewer and other areas were storm water.

The committee may add and discuss other items not listed on the agenda.

IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTER SHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
		<p>AK wants to clean and TV central interceptor. ML has budget for TV truck, demo 2 of them but short approx. \$20,000. Contractor may be able to do it but cost is \$10-15,000. Pursuing budget amendment to develop program to TV sewer every 5 years. Effort would need additional 1 FTE.</p> <p>AK presented some ideas about increasing the capacity of central interceptor, install new force main or install holding tank to handle excess. Syphon increase of capacity.</p> <p>AK discussed options to buy property from county, directional bore under bay, get easement and sell house/land to recoup some cost. Per PWC request, staff will present I&I study at Feb. 3rd meeting if time permits.</p>
2.	Centurylink Night Work Request	CR presented night work for Lincoln/8th intersection. Will be running fiber. PWC approved and recommended going to City Council 2/3.
3.	2016 Work Plan	AK presented 2016 work plan. Includes 14 construction projects, 3 comp plans, 11 design projects, and 10 other projects such as solid waste RFP and building software purchase.
4.	Water Meter Changeout Program	KS presented about water meter replacement program. Has installed about 700 new meters including the radio read portion, however there is a budget shortfall of approximately 500k to pay the difference between the additional radios and what was budgeted. Options presented - increase this year's budget or extend out one year. PWC decision to move off table for now and discuss further when planning the 2017 budget and water CIP for 2017.
5.	Building Department Update	AK presented Building Department projects and successes for 2015 and current workload for the new year. Need overtime budget of \$10,000 to maintain LOS. PWC approved and will bring to City Council next week.
6.	Concurrency Ordinance	CR provided draft ordinance for PWC to review and gave brief overview. Comments needed to finalize the ordinance.

The committee may add and discuss other items not listed on the agenda.

IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTER SHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
7.	Stormwater Decant Transfer Station Project Acceptance	AK presented project for acceptance. PWC approved and recommended take to City Council 2/3.

The committee may add and discuss other items not listed on the agenda.

IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTER SHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT.

To request an alternative format of the printed agenda, contact the City Clerk’s office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Future Agenda Items			
No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	Building Department Software Contract		February 10th
2.	Noll Road Project Update		February 10th
3.	GIS Mapping Demo		February 10th
4.	Solid Waste RFP Update		February 24th
5.	Update on Latecomer Code Changes		February 24th
6.	Ecology Grant for Small Anderson Parkway Retrofit		TBD
7.	ADA Discussion		TBD
8.	Neighborhood Speeding Program/Policy		TBD
9.	Front Street Pavement		TBD
10.	Road Inventory Example		TBD
11.	Traffic Impact Fee Revenue		TBD
12.	Construction Standards		TBD
13.	Follow up on bicycle improvements to highway 305 by WSDOT		TBD
14.	PMC – Transportation Development Code Update		TBD
15.	Underground Utilities		TBD
a	Speed Hump Policy		
b	Street Lighting		
c	Street Connectivity		
d	Grading Ordinance & Enforcement		

Reviewed by Mayor Erickson

The committee may add and discuss other items not listed on the agenda.

IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTER SHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.