



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

Subject	Meeting Minutes	Date	September 28, 2016
Recorder	Diane Lenius	Start Time	5:00 PM
Committee Chair	Connie Lord	End Time	7:10 PM
Committee Members	Jeff McGinty (JM) Connie Lord (CL) David Musgrove - (DM)		
Staff Present	Becky Ericksen (BE), Andrzej Kasiniak (AK), Mike Lund (ML), Diane Lenius (DL), Aaron Hulst (AH), Shannon Wood (SW), Keith Svarthumle (KS), Ken Thomas (KT),		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	No changes. DM – mentioned peel and stick LED lighting is coming down in price. This will be folded into the street lighting conversation. AK – added Grant application for Dogfish Creek to the agenda.
C.	Mayor and Department Head Reports	None
D.	Approval of Minutes: 9/14/2016	PWC moved and approved minutes
2.	Agenda Items:	
1.	Brown Bear Night Work Request	AH presented the Brown Bear request for night work. PWC recommends authorizing the night work.
2.	Cemetery Improvements Update – water line, paving, etc.	KT presented the work of the adhoc cemetery committee and the work complete to date. The group has identified issues and solutions. The historic society has installed trees along the parking lot, the reader board, dirt and debris has been removed. Bill Austin has designed and is currently installing a new sign for the entrance. The plan is to install the water main, complete paving, and complete the sign installation. A ceremony to celebrate the cemetery will be scheduled near Veterans Day in November. ML presented the cost and options for paving and water main installation. PWC recommends option A to

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

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		include water, paving, pads and 5 brown benches. The total budget amendment from reserves is estimated at \$43K. The plan is to develop a "friends of the cemetery" group to maintain the cemetery and continue to care about the Poulsbo Cemetery.
3.	Residential Property Abatement & Demo Project	AK – provided an update on the demo project. Demolition is complete and the last piece is the soil removal associated with the fuel tank removal. The soils have been tested and we will need to remove about 60 yds of material. Our cost estimate is \$17,800. PWC recommends moving forward with the change order with Rhine Construction. Demolition of the houses will be delayed by 120 days to allow us to proceed with the sale of the Old City Hall property.
4.	2016 Engineering/Building Work plan Review	AK provided the status of the 2016 work plan.
5.	Solid Waste RFP Update	AK – 2 proposals were received in response to the solicitation for solid waste services. (Waste Management and Bainbridge Disposal) The core team will evaluate the submittals and bring recommended next steps back to the committee.
6.	Small Anderson Parkway Project Update	AK – Planning for construction in February. Due to change in staff at Parametrix, we are seeking a new consultant to complete the work. AK will obtain task order from Sealaska through the on call. AK asked PWC for feedback on lighting for the project. Full coverage would be \$50K. PWC asked for more information to provide minor upgrade to lighting and asked whether higher voltage could be added to the existing pole at a lower cost.
7.	Dogfish Creek Restoration/eth avenue Culvert (Added item to the agenda)	AK – asked permission to pursue grant application for \$200K and utilize consultant for the grant application. Task Order for Sealaska is \$3500. PWC recommends approval of task order.
		ML – provided a quick update on security measures at our local parks. Closing off electricity, closing off gates, and adding lighting.

