



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

Subject	Meeting Agenda	Date	February 27, 2019
Recorder	AZ	Start Time	5:00 PM
Committee Chair	David Musgrove	End Time	7:00 PM
Committee Members	David Musgrove (DM) Gary Nystul (GN) Connie Lord (CL)		
Staff Present	Mike Lund (ML), Andrzej Kasiniak (AK), Diane Lenius (DL), Shannon Wood (SW), Josh Ranes (JR), Craig Frazier (CF), April Ziemann (AZ)		

Meeting Adjourned at 7:01pm

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	Building Dept. Topic Moved to #2
C.	Mayor and Department Head Reports	<p>BE- Great job by PW and Police and ENG during recent weather conditions. Meeting regarding Johnson Pkwy Roundabout- WSDOT considered changing RAB design to a hybrid but after meeting it was decided RAB will still be 2 lane (original design)</p> <p>AK- Edward Rose meeting – considering abandoning master plan and going to regular zoning code. Running out of time, master plan will be expiring in approximately 18 months. City losing 3-1/2 acre park possibly.</p> <p>ML- PW will start hauling their own garbage. Telemetry project completed. Water meters still coming along.</p> <p>BE- Are water meters being tested? Fire hydrants. Does the Fire Dept. do this?</p> <p>ML- Fire Dept. doesn't have anything to do with City Water. PW tests hydrants during flushing, etc.</p> <p>DL- ENG made contingent offer to a new Contract Administrator (Lindsey) we should know by end of this week if this goes through.</p>

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.

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D.	Approval of Minutes: 1/23	Approved
2.	Agenda Items:	
1.	Johnson Parkway Project (Noll Road Segment 1) TIB Grant Acceptance	DL asked PWC to accept \$1.5M grant for S. Segment of Noll Rd project. Can be used any where on S. segment. Action: PWC recommended acceptance of grant and would like to see full Council presentation. DL reviewed project funding sources and will plan to update PWC on a monthly basis on current project developments. DL updated on ROW acquisitions status. 3 projects remaining that are in negotiations. JR gave an update on the Erstad property acquisition. Engineering has submitted for the Critical Area permit and SEPA with the Planning Dept. The project was walked with Planning, Fisheries and the Tribe. Challenges with Stream 1 and Bjorgen Creek and solutions were discussed. DL gave update on the Direct Discharge project – will be done separately from the Noll S. Segment. A temporary detention pond will be installed until Direct Discharge project completed. Coming soon will be details on the compact roundabout and landscaping/trees.
2.	S. Fork Dogfish Creek Restoration Project Consultant Agreement	AK gave a summary of the project and reviewed the Struck Environmental scope of work and budget. The project will construct a channel in 2019. \$100K DOE grant. Action: consultant contract recommended for approval and move to Council
3.	Liberty Bay Bioretention Project Consultant Agreement	AK gave a summary of the project and reviewed the Struck Environmental scope of work and budget. The project will

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		provide treatment for 3 sites in Poulsbo. \$300K DOE grant. Action: consultant contract recommended for approval, though Council approval not necessary. Budget is within Dept. Head approval authority.

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4.	Legislative Funding Request Update	AK reviewed ask from state legislature for \$2.5M for Johnson Pkwy and \$1.5M for 3 culverts – Stream 1 on Noll Rd, Bjorgen Culvert and Deer Run. Good chance of getting this funding as culvert type work a priority currently. AK also discussed the 8 th Ave culvert and is asking for \$500K for this project. AK and BE decided to compile a project list for the whole region totaling \$120M. AK reviewed the list of projects in the ask. These projects did not make the State Senate list this time; however, it is important to start making our needs known for the future. BE noted Poulsbo had buy off on these projects from all the jurisdictions with projects on this list. City will continue to make our needs known at the State level.
5.	6 Year TIP Review	AK shared the 2019-2024 6 Year TIP and plans to leave all projects currently on the list as is with the exception of some cost and date updates. CL would like to add the “Rehab of Front Street” and the “8 th Avenue Closure” projects to this years list. AK presented the 2 projects Engineering would like to add. “Viking Avenue Improvements” which will potentially add 2 compact roundabouts to improve safety and slow traffic down and “8 th Avenue Improvements” to address safety issues in this area. The Viking Avenue project is a priority for the Mayor. PWC agreed both projects should be added to this years’ 6 year TIP. Discussion continued regarding 4 th Avenue sidewalk improvements and where we can get funding to do this. PW may pave gravel area to improve this trouble spot. TIP will be updated and brought back to PW.

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6.	Building Department Update	DL and CF gave presentation on the 2018 accomplishments of the Building Dept. Reviewed organization chart for Bldg and Engineering departments. CF reviewed some of the completed projects in Poulso as well as ones in progress. Reviewed seating changes in Bldg for greater collaboration and succession planning. Joe Smith getting some certifications to do residential inspections to assist when workload is heavy.
7.	Bainbridge Island Recycling Collection Discussion	GN briefly discussed challenges for elderly to manage large recycling bins BI Disposal offers (only 64 and 96 oz available). Also in his neighborhood hard to find room to store these big containers. ML spoke with BI Disposal and they do not offer anything smaller. Since they only collect every other week, the need is for larger containers. They have no plans to offer anything smaller.
8.	Public Works Snow Removal Response Review	ML gave presentation on the PW response to the recent snow event. He shared photos of the snow around town and photos of the equipment used to clear the streets. Some equipment casualties occurred. ML gave a recap of labor hours/costs and materials costs for this event. Approximately \$50K for labor and \$20K for materials. What worked well was discussed as well as what is needed for future. Radios, brine tank, additional plow for one truck and a replacement plow for another are requests for the future. Cost ~\$35K. New ideas for future snow events were discussed. Overall PW did a

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		great job responding to the event. Staff was exceptional and no one was hurt.	
Future Agenda Items			
No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	Construction Standards Update		May
2.	PMC – Transportation Development Code Update		May
3.	a. Speed Hump Policy		Apr
	b. Street Lighting		
	c. Street Connectivity		
	d. Cross Walks/Green Plastic		
4.	Grading Ordinance & Enforcement		Apr
5.	2022 KCTP Capacity Improvements – Costs/Poulsbo share		Apr
6.	Long Range Plans & Legal Options for the Old Dump Site		Apr
7.	Assets for the Retiring PW Facility		June
8.	Water Filtration and Pump Station Visit		Apr
9.	Site Visit to Lincoln Well #2 WTP		Apr



Reviewed by Mayor Erickson

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