



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

<b>Subject</b>	<b>Meeting Agenda</b>	<b>Date</b>	<b>March 27, 2019 Revised 5/3/19</b>
<b>Recorder</b>	<b>AB</b>	<b>Start Time</b>	<b>5:00 PM</b>
<b>Committee Chair</b>	<b>David Musgrove</b>	<b>End Time</b>	<b>7:00 PM</b>
<b>Committee Members</b>	<b>David Musgrove (DM) Gary Nystul (GN) Connie Lord (CL)</b>		
<b>Staff Present</b>	Mike Lund (ML), Keith Svarthumle (KS), Anthony Burgess (AB), Shannon Wood (SW), Andre Kasiniak (AK)		

Agenda		
No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	-GN- 1) Concerns with absence of backhoe and additional mechanic and effect on productivity after major storm events. 2) Concerned when front street is rebuilt for the water line that the HDP, Council, and others have great expectations that are not included. If additional things are to be included, staff needs time to plan for them. How do we address expectations when there is nothing in the 6 year TIP. CL suggests that when presented to council include an addendum and discuss this issue, what is feasible and what isn't. AK described potential funding sources and what other areas of town may also be eligible for this funding.
B.	Agenda and Extended Agenda Review	No Comment
C.	Mayor, Department Head and Staff Reports	-AK- Introduced new Contract Admin Lindsey. Closed on last piece of property for Finn Hill Project ROW acquisition.
D.	Approval of Minutes: 3/13	Minutes Approved
E.	Future Meeting Conflicts	No Comment Given

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

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2.	<b>Agenda Items:</b>	
1.	Westside Well Pilot Test Consultant Contract	<p>-AK- Summarized scope of work and funding estimate from Gray and Osborne Consultants for the West Side Well pilot study. Restated that before the project can commence a pre-design report must be prepared which encompasses the results of the pilot study. Over all the pilot study cost was reduced.</p> <p>-DM- Had 3 questions regarding the project.</p> <ol style="list-style-type: none"> <li>1) What is the overall before and after result of the Lincoln Well Project?</li> <li>2) What are the benefits of the proposed West Side Well Treatment project?</li> <li>3) What is the operational cost of dealing with the Manganese within our system?</li> </ol> <p>-KS- Responded</p> <ol style="list-style-type: none"> <li>1) Result of the Lincoln Well treatment plant is an overall improvement in water quality and reduction in operational cost for flushing.</li> <li>2) This treatment facility will reduce disbursement during flushing events and improve overall water quality for both the West and Low Zones. The reduction in Manganese levels will hopefully mirror the results of the Lincoln Well treatment facility and reduce the concentration of Manganese to well below the threshold.</li> <li>3) The operational savings of these treatment facilities reduce the amount of time needed for main flushing and tank cleaning. Eventually the City will be able to show that the operational savings will begin to offset the cost of the treatment facility installation. Improvements done with the project</li> </ol>

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		<p>have positively impacted maintenance labor hours so that the operational savings will ultimately offset the costs of the project.</p> <p>Moved and Recommended to Council</p>

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2.	Telemetry Update	<p>-KS- Gave recap of previous presentation. Phase 1 was to update the software or “brain” of the program. Phase 2 was to replace all remote hardware with more efficient and accurate equipment. All hardware is installed and functioning properly. KS then walked through the software and showed real time updates of West Side Well, Olhava Reservoir and the Liberty Rd lift station. The City also now has the ability to track quantity flow data at the County wastewater meter. Overall Public Works is very satisfied with the end result and have already seen a decrease in false alarms as the system has become more accurate in alarm diagnosis.</p> <p>-CL- Inquired as to what the structural integrity of the tanks are.</p> <p>-KS- Responded that the newer tanks have been designed to a greater seismic standard. Older concrete tanks in town are being evaluated on a case by case basis. These tanks may be able to be retrofitted in the future if deemed necessary.</p> <p>-GN- Asked whether or not Earthquake vales on all reservoirs are a priority at this point.</p> <p>-KS- This type of mitigation has not yet been scoped but PW is looking into examples of other jurisdictions and the success of this type of mitigation.</p> <p>-DM- Will ask City Council if they would like to see a similar presentation as was presented tonight.</p>
3.	Water Meter Update	<p>-KS- Gave update on progress. About 29% of the entire meter upgrade project is left to</p>

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		<p>complete and is slated for completion by the end of 2019. If additional meters need to be purchased, they will fall under the PW purchase limit. No further budget amendments will be needed.</p> <p>-DM-            Asked a few questions</p> <ol style="list-style-type: none"> <li>1) Can we produce a memo for individual homeowners of change in accuracy of meters and what that amounts to dollar wise?</li> <li>2) Is a possibility of live public viewing for a consumer's water meter usage?</li> </ol> <p>-GN-            Asked the question:</p> <ol style="list-style-type: none"> <li>3) What is the accuracy the new meters will read?</li> </ol> <p>-KS-            Responded to questions</p> <ol style="list-style-type: none"> <li>1) The change in cost due to accuracy will be more of a change for large consumers who use larger connections such as a 2" or 3" meter. These types of memos have been produced and circulated upon individual request.</li> <li>2) The system will most likely remain a closed system to the public as it is a live system and the possibility for hacking could become an issue if open to public use.</li> <li>3) The accuracy of the meters read to .01 of a cubic foot.</li> </ol>

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4.	Construction Standards Update	<p>-AB-</p> <p>Restated the goals of the standards update. To clarify and update standards from 2008 and 2016 for a clear and concise package. Once this update process is complete the Engineering department will look deeper into our street standards and begin looking into how we can provide a more efficient and multi modal focused street policy. GN gave constructive comments on the draft package. Additional discussion on 5' requirement of sidewalks, the City will mandate 5' in all ROW areas. Option of narrower sidewalk widths will have to go through a variance process as described in our PMC.</p> <p>The schedule for initial release is set for April 9<sup>th</sup>.</p>
5.	Backhoe and Mechanic	<p>-ML-</p> <p>Gave a brief explanation of the City's current method of how equipment is serviced and repaired. The City has one mechanic, when he is out sick or on vacation there is a possibility to outsource the work however, because of our aged and somewhat specialty equipment fleet it is difficult to simply send large equipment to a garage. There is potential for City of Bainbridge Island mechanics to fill in when needed, but a part time junior mechanic would be a more viable option for the City.</p> <p>The current mechanic position funding is split between all utilities based upon what equipment is being serviced and a portion of the general fund.</p> <p>ML gave history on the age of our antiquated backhoe. A better path forward than buying a brand new back hoe would be to possibly sell the City's old grader and purchase a lightly used backhoe.</p>

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Future Agenda Items			
No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	Construction Standards Update		Mar/Apr
2.	PMC – Transportation Development Code Update		May
3.	a. Speed Hump Policy		
	b. Street Lighting		
	c. Street Connectivity		
	d. Cross Walks/Green Plastic		
4.	Grading Ordinance & Enforcement		Mar/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		Jun
8.	Water Filtration and Pump Station Visit		Apr
9.	Site Visit to Lincoln Well #2 WTP		Apr
10.	PW emergency prep and status overview		May/Jun

Reviewed by Mayor Erickson

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