



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

Subject	Meeting Agenda	Date	December 11, 2019
Recorder	CR	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); Council Member Ken Thomas (KT),		
Staff Present	Shannon Wood (SW), Mike Lund (ML), Keith Svarthumle (KS), Charlie Roberts (CR), Andrzej Kasiniak (AK), Diane Lenius (DL), Josh Ranes (JR), Kati Diehl (KT), Rhiannon Fernandez (RF)		

THE MEETING MINUTES ARE A SUMMARY OF THE AUDIO THAT IS AVAILABLE UPON REQUEST.

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	<p>GN – not in favor of Poulsbo imposing plastic bag ban: Reason #1 – report paper bags more adverse than plastic, also fibers on jackets and such coming off and contributing, not just plastic. Rely on voters to decide and work on improve recycling.</p> <p>DM – carousel is looking much better now it is decorated. Barricades had graffiti, decorations covered up. Need additional parking signs on barricades.</p> <p>CL – good comments at HDPE with carousel, happy with location of placement. How is changes on Caldart. ML – functioning well so far.</p>
B.	Agenda and Extended Agenda Review	<p>DM – Asked about extended agenda item #2 and timeline. DL thinks it fits in with Rural town Center. AK – staff is busy at moment.</p> <p>ML – would like to add PW site environmental assessment interview.</p> <p>Added as item #8</p>
C.	Mayor, Department Head and Staff Reports	Mayor – updated on 1976 as it relates to

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

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No.	Topic	Action/Recommendation/Discussion
		Johnson Parkway. DL updated that Johnson parkway was placed on list of on hold projects, City very active in getting letter to appropriate person at WSDOT Local Programs and strong reasons for the project. Also took project to RPEC and asked for support and assistance. City is in good position and has done all it can do. DM – asked about developer project impacts with Johnson parkway and potential snowball effect. DL answered that if project does not happen projects likely would not happen, they are waiting for our project.
D.	Approval of Minutes: 11/6/19	Typo – David Tucker and Andy nelson names are switched. Correct and approve.
E.	Future Meeting Conflicts	12/25 canceled. Will have two scheduled meetings in January.
2.	Agenda Items:	
1.	City Cemetery – Draft Revision to PMC Chapter 2.76	Ken Thomas has brought draft ordinance revisions forward for review to the cemetery pmc chapter. Intent is to bring the code into conformance with how Cemetery is operated currently. Rhiannon written comments on proposed revisions submitted and discussed. Additional work needed to clarify the discounted plot rate for low income eligible citizens. DM – would like to consider some options for maintenance. SW – easy to take care of when flat headstones are installed, more difficult when other things are added. Mayor – would like to bring this to next PWC and then to Council in January. Forward language changes by next PWC meeting.
2.	Westside Well – Water Treatment Plant – Gray and Osborne Consultant Contract	DL and KS presented Westside well treatment plant contract with G&O for 119k. Design of the treatment plant for bidding in fall of 2020. Will remove

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		manganese from west side well system. PWC recommends approval and placing on consent agenda for council approval. DM asked about manganese at Lincoln well and Westside (Lincoln well pre-treatment was around 0.12 and with treatment is near undetectable, Westside well is around 0.9). DM inquired about extra work required vs. labor savings in flushing. Will do quantitative analysis and include as part of the consent agenda approval.

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3.	I & I Study – RH2 Consultant Contract	AK presented I and I study contract with RH2. Look at sewer peak flows and evaluate system after all of the recent work taken to reduce I & I such as manhole sealing and pipe sealing. Would like to assess the success of the project. And conduct focused smoke testing. Contact is for 114k and is within 160k budget. PWC recommends approval and recommends placing on consent agenda for council approval.
4.	Noll Road – Parametrix Consultant Services Supplement #8 – Geotech/Construction Services	DL and JR presented design supplement for parametrix. Very large bid package and did a lot of work extra based on WSDOT geotech requests, and wall art work, and utility work. Supplement is 58k being funded by traffic impact fees and utility work, all within existing 200k budget remaining. PWC recommended approval for consent agenda at council.
5.	Dogfish Creek 8th Avenue Culvert Replacement	AK presented 8 th ave culvert replacement grant application. 500k RCO grant with a 15% match, budget of 224k. Struck Environmental is consultant for 5k based on expertise in field of work. PWC recommended approval and moving to consent agenda.
6.	Johnson Parkway/SR305 – Call for Artists 2020	DL presented solicitation on call for artists for centerpiece of roundabout, price will be 75k to 100k and want an artist with experience and professional able to deliver large public art piece. Call for artists will go out for 3-4 weeks and art committee will review and interview. DM is concerned about requirements squeezing available artists, DL agrees that changing to artist team would work. Update only and PWC concurred with direction.

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7.	ADA Transition Plan Update	PWC did not have time to get to agenda item. Moved to meeting in January.
8.	Added item – PW Site Environmental Assessment update	<p>ML presented about PW site assessment. Environmental assessment to see condition of the site before knowing what can be done to it. Did an RFP and interviewed 3 firms. Recommending Perteet based on experience and site visit. Would like to recommend contract approval of 19k amount with a budget of 40k. The 40k will come from reserves and be reimbursed from sale of police department. PWC recommends moving to full council in January.</p> <p>ML thanked Gary for all his support over the years. Meeting adjourned 6:55 pm.</p>
Future Agenda Items		

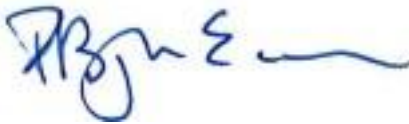
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No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	PMC – Transportation Development Code Update		Jan/Feb
2.	a. Speed Limit Policy		
	b. Speed Hump Policy		
	c. Street Lighting		
	d. Street Connectivity		
	e. Cross Walks/Green Plastic		
3.	2022 KCTP Capacity Improvements – Costs/Poulsbo share		Jan/Feb
4.	Long Range Plans & Legal Options for the Old Dump Site		Jan/Feb
5.	Assets for the Retiring PW Facility		Jan/Feb
6.	PW emergency prep and status overview		Jan/Feb
7.	Plastic Bag Reduction Ordinance Discussion		Jan/Feb
8.	Sewer Project Acceptance		Jan/Feb



Reviewed by Mayor Erickson

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