



**City of Poulsbo**  
**Public Works Committee**  
**City Hall – 200 NE Moe Street**  
**3rd Floor Conference Room**

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>12/8/2021</b>
<b>Recorder</b>	C. Roberts	<b>Start Time</b>	5:00 PM
<b>Committee Chair</b>	David Musgrove	<b>End Time</b>	6:50 PM
<b>Committee Members</b>	Connie Lord, David Musgrove, Britt Livdahl		
<b>Staff Present</b>	Diane Lenius (DL), Josh Raney (JR), Charles Roberts (CR), Mike Lund (ML), Keith Svarthumle (KS), Shannon Wood (SW), Michael Bateman (MB), Phil Struck (PS), Mayor Becky Erickson (BE), Heather Church from Bainbridge Disposal		

**Meeting Video:** <https://vimeo.com/656221723>

No.	Topic	Action/Recommendation/Discussion
<b>1. Administrative</b>		
A.	Questions & Concerns of the Committee	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested:
B.	Public Comment Opportunity	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested:
C.	Mayor, Department Head and Staff Reports	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested: DL – updated that have identified engineering tech to team. Also have hired a construction inspector who has WSDOT experience. Anthony is taking remainder of FMLA leave. MB – updated on future code changes incl. new stormwater manual & text updates to floodplain code.
D.	Agenda and Extended Agenda Review	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested: ML – request to add Bainbridge Disposal rate discussion. New Item 2A. rest are shifted down.
E.	Approval of Minutes: 11/10/21	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested: Minutes approved
F.	Future Meeting Conflicts:	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested:
<b>2. Agenda Items</b>		
A.	<a href="#">Westside Well Consultant Contract Amendment</a>	<input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: CR presented Westside well construction update and the GO consultant contract amendment. There were a few minor items which occurred that were not anticipated and increased GOs services. Amendment is still within overall project budget. PWC recommended approval and placement on consent agenda.
B.	<a href="#">Extended Agenda – Transportation Update</a>	<input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: JR – presented some of the transportation policies which have

		<p>been on extended agenda. Main points are speed limits, speed humps, street lighting, street connectivity, and crosswalk striping. Speed limits set by RCW and is 25mph, speed humps have no written policy but have standard practice. Often requested by citizens, do a study and implement as last resort. Generally not desired and require coordination with emergency services. Street lighting policy – everyone moving toward LEDs for last few years. TIB grant to convert to LEDs in process. Street connectivity – goal to connect neighborhoods and provide redundant neighborhoods and looks for future street connections. Adopted in the PMC development code. Crosswalks – on neighborhood collectors and higher classification or where required by City engineer.</p> <p>CL – city owned cobra-head quantity? ML answered ~150 so about \$75k total. Desire to convert sooner rather than later. DM concurs with CL that most efficient and most effective.</p> <p>DM – speed limit policy, language in RCW gives flexibility for cities that have speed limit policy. Look closer at RCW &amp; development policy that gives flexible.</p>
C.	<p><a href="#">Systematic Safety Project Consultant Amendment and Budget Amendment</a></p>	<p><input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council</p> <p><input type="checkbox"/> Further Action Requested: PS updated amount systemic safety grant, need additional funds because WSDOT denied use of city forces and PIF sole source. Need approximately \$15k budget amendment from streets reserves to increase project amendment. Would also allow subconsultant contract amendment. PWC recommended approval to council.</p>
D.	<p><a href="#">Lincoln Road Survey Update</a></p>	<p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council</p> <p><input type="checkbox"/> Further Action Requested: Triangle property – chain of title received on Monday. Will wrap up shortly after Christmas, property clear and property boundary clean. Lincoln road – research on-going and back to original plats. Recommendation is for our surveyor to coordinate with DC survey who is working for adjacent property owner. Will be next step.</p>
	<p><b>Bainbridge Disposal Rate Discussion (with Heather Church)</b></p>	<p>ML updated that Bainbridge Island Disposal contract has expired and have been discussing rates. Substantial increased but based on the UTC rates. City typically follows flat rate increases and does not necessarily match UTC</p>

		<p>commodity charges.</p> <p>Heather – Bainbridge Disposal. Increase in 2018 rates were substantial, then China recycling changes. Base rate currently \$7.65 proposed rate is \$12. Tipping fee rates have increased significantly, however have decreased since July and appears to be stabilizing. \$70 to \$90 to \$180 back to \$65. Goal for Bainbridge disposal is to get Poulsbo rates on same level as other customers.</p> <p>DM – presumes flat rate is preferable for customers, asked if flat rate would be comparable to variable. ML – asked what recycling bring to the table, does reduce landfill size. BL – concern over whether recycling is actually being recycled or going into landfill. Heather answered that there is a lot of plastic movement and re-use recycling bills and such, believes it is vital to future. Producer will also be held responsible instead of being passed to customer – current bill. CL thanked for being a partner and working with City.</p>
	<p><b>Adjournment. Meeting adjourned 6:30pm</b></p>	