

PUBLIC WORKS
COMMITTEE
MINUTES
1985

Public Works Committee
Minutes

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Public Works Committee
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1987

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A MEETING OF THE
PUBLIC WORKS COMMITTEE

Tuesday, 12:00 Noon

Velvet Carriage

February 19, 1985

Present - Quentin Probst, Co-Chairman	Mike Warren, City Manager
Alan Halstead	Greg DiLoreto, City Engineer
Joe Young	Bob Sanders, Public Works Director
Elvern Hall, Mayor	Arvilla Page, City Recorder

I. Distribution of Standard Specs. Mr. DiLoreto distributed copies of the Standard Specifications which are now in final form. He stated that a copy will be distributed to each member of the Council. Included with the Standard Specs. are a check off list, fee schedule, schedule of public improvement costs and standard drawings. The check off list was developed from a list used by McDonalds. The developer and staff meet to fill it out. This allows each to know what is needed from the other party.

II. Progress Report on Sewage Treatment Plant Project.

1. Grant: Mr. Sanders reported that we have received the documents and are responding to items questioned. The grant amount will be based on the contract award amount.
2. Land: Mr. Sanders reported acquisition of easements is progressing. He stated he was concerned about obtaining land in the future from Publishers Paper Company, as there is talk of a sale of Publishers. The City needs to obtain a first-right-of-refusal on the property located along Dogridge Road.
3. Composting: The Committee discussed at length the three types of current technology in composting of sludge. There are three main types with variations of each. The technology changes with the construction of each new facility. It is, therefore, very difficult to identify which is best. Additionally, different bulking agents; sawdust, paper, straw; require a different handling system. Most working systems are in Europe.

Mr. Young stated he was concerned about the option to pile the compost outside in the Willamette Valley weather and because of the odor potential.

Mr. Sanders noted that the building for the compost was originally planned and was removed for budget reasons during refinement of the plan. Because we have received the grant, we may now be able to include some kind of structure for the compost.

The Committee then returned to the discussion of system type and how to determine which technology is best. Also discussed was design responsibility. Mr. Halstead stated he believed that KCM should be hired to design the technology that works. Mr. Young stated the City needs to keep as much responsibility on KCM as possible.

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It was the consensus of the Committee that Bob Sanders be sent to Europe to investigate different technologies at work. Accompanying him will be a representative from Kramer, Chin & Mayo, with the City to pay only part of the cost for the KCM representative. They will have instructions to bring back many pictures of the different systems they investigate.

4. & 5. Bidding Phase on Schedules A,B, and C and on Schedules E & F. Mr. Sanders stated a preconstruction meeting drew 39 people. Only one local contractor attended. Several contractors asked that Schedules A, B, and C be combined and stated they would offer incentive for the combining of these three. The bidding was split in hopes of attracting the smaller contractors, particularly local.

Meeting adjourned at 1:30 p.m.

ap

2/20/84

A MEETING OF THE
PUBLIC WORKS COMMITTEE
Unicorn's Garden

Monday, 12:00 Noon

March 18, 1985

Members Present:

Tommy Tucker
Quentin Probst

Alan Halstead
Joe Young

Others Present:

Elvern Hall, Mayor
Mike Warren, City Manager
Greg DiLoreto, City Engineer

Arvilla Page, City Recorder
Gary Ott, Kramer, Chin & Mayo

I. Review bids on Phase I of Sewerage System Improvements: Mr. Ott provided the Committee copies of the bid tabulations on Schedules A, B, & C of Phase I. He stated that the contractor making the lowest bid on each section has been contacted. Marion Construction Company, the low bidder on Schedule A is satisfied with their bid. They can be bonded and three references checked give positive references. Mocon Corp, the low bidder on Schedule B at \$845,156.15, has excellent references. They do big jobs rapidly. Kurt Kimsey, the low bidder on Schedule C, the outfall, has satisfactory references. Mr. Ott stated that each of the contractors will have to meet the minority goals requirements for federal approval. The EPA may agree to accept the 10% minority on the aggregate of the three contracts. Kramer, Chin and Mayo will recommend to the Council acceptance of the low bidder on each of the three schedules.

Motion: Halstead-Probst to recommend to the Council acceptance of the low bidders; Marion Construction, Schedule A; Mocon Corp., Schedule B and Kurt Kimsey, Schedule C; subject to EPA and Council approval. Carried unanimously.

II. Mountainview Waterline Project: Mr. DiLoreto told the Committee a minimum 12" water line is needed looping around the City. There is an 18" line on the West between the reservoirs and the plant. There is a 12" line on the East side from Springbrook to the plant. Completion of the loop would be the installation of a 12" line beginning West of Springbrook and running West to intersect the 18" line on the West. The cost would be about \$250,000. The project has been budgeted. All the right-of-way has been obtained and most of the pipe. Engineering is being completed with bid opening planned in April and Council approval in May.

III. Other Business: Mr. Tucker asked for the status of the Sewerage Treatment Plant building. The City is having trouble getting input from the local contractors. Mr. Ott stated the building would represent about \$900,000. Separating the building might create some trouble interfacing with other areas of the project.

Meeting adjourned at 12:50 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE
Council Chambers

Monday, 7:00 P.M.

April 22, 1985

Members Present: Alan Halstead Tommy Tucker
 Quentin Probst Joe Young

Others Present: Elvern Hall, Mayor
 Mike Warren, City Manager
 Greg DiLoreto, City Engineer
 Arvilla Page, City Recorder
 Bob Thompson, Sewage Treatment Plant Superintendant
 Gary Ott, from Kramer, Chin & Mayo
 Mike Soderquist, from Kramer, Chin & Mayo
 Glen Grant, from Kramer, Chin & Mayo

Review of European Composting Systems:

Mr. Ott presented a printed itinerary of the composting investigation team from April 2 through April 16. The team landed in Copenhagen, Denmark on April 3. They went from there to Sweden where they visited several composting operations. They arrived in Germany on April 7 and spent the balance of the time investigating composting operations in Germany.

Mr. Ott presented slides of all the plants visited showing various details of the operation of each facility.

Some of the operations visited used garbage, others used sewage sludge. Some were not in operation at the time of the visit for various reasons. Most operations stored the end product in the open.

The Committee members and staff asked Mr. Ott many questions on the various types of plants and expressed concern about the maintenance requirements for various parts of the plants. Many questions were asked in particular about conveyor systems. There appeared to be problems with each type in use in the plants.

Mr. Young noted that all the plants shown in the slides were in the process of making changes or improvements to increase the size of the operation or to address inadequacies in design.

Mr. Tucker noted that we are a small town. Everyone knows what we are doing, right or wrong. We want to have a good plant.

Mr. Warren asked where we were in the bid process. Mr. Soderquist responded that the composter is Schedule F and is now advertised for bids. Mr. Ott added that we have to be under contract by one year from the grant date which was September, 1984. The second phase grant was January, 1985.

There was then discussion of possible protests if PURAC or Weiss comparables were specified. Mr. Tucker stated that we should not limit the bidding to those two designs. There may be somebody in the Northwest that can do the job.

The Committee then discussed the unreliability of drag chains and how the specifications could be written to obtain someother method of moving material.

Mr. Tucker noted there was no sense in sending people on investigative trips gathering information unless we try to incorporate improvements on what we learned. There are many experts in this area on materials handling.

Mayor Hall stated the question is whether we will use the current technology or try to get better technology. We must be very aware of the dates we must meet so that we do not endanger the grant monies.

Mr. Warren noted the bid should be based on PURAD or Coleman Weiss principle; equal or better: #1. Northwest bidder preferred and #2. We want the best plant possible and are not sure the drag chain is the best method of material handling. The Committee needs to meet again after the EPA is sounded out on any time flexibility possibly needed in order to get the best plant possible.

Mr. Young stated he was also concerned about the rock bed under the auger. It appeared the rocks were being picked up and causing damage to the auger. The Committee and staff discussed several ways to correct this apparent problem.

The Committee agreed to meet again next Tuesday, April 30, at noon to continue the discussion.

Storm Drainage Master Plan:

Mr. DiLoreto presented a memo to the Committee that was addressed to the City Manager putting forth the reasons he believes the City should engage Kramer, Chin & Mayo to do the Storm Drainage Master Plan. Primary reasons for his recommendation are #1. Kramer, Chin & Mayo have done both the Water and the Sewer Master Plan for Newberg. They are very familiar with the city and the storm drain problems are closely related to the sewer problems. #2. They have a reputation for being experts on storm drainage systems. He introduced Mr. Glen Grant from Kramer, Chin & Mayo who would be in charge of the Plan.

Mr. DiLoreto stated approval was needed from the Committee to take it to the full Council. \$50,000 is budgeted to do the Plan for the entire city.

Motion: Probst-Tucker to recommend approval on the Storm Drainage Master Plan to the Council on May 6, 1985. Motion carried unanimously.

Meeting adjourned at 9:15 p.m.

ap

MINUTES OF A MEETING OF
THE PUBLIC WORKS COMMITTEE

Tuesday, 11:30 a.m.

Velvet Carriage

April 30, 1985

The meeting was called to order by Chairman Tommy Tucker.

Members Present:

Tommy Tucker
Quentin Probst
Joe Young

Others Present:

Elvern Hall, Mayor
Mike Warren, City Manager
Greg DiLoreto, City Engineer
Arvilla Page, City Recorder
Mike Soderquist, KCM
Gary Ott, KCM
Ralph Koozer, Publishers Paper Co., Engineer
Denny Johnston, Publishers Paper Co., Boiler Operator

Mr. DiLoreto advised the Committee the State highway project now underway is to overlay one mile of roadway and that bids for Villa Road will be advertised in September.

Mr. Tucker introduced Mr. Koozer. Mr. Koozer stated his job at PPC is as energy engineering, process control, electrical engineering, etc. He stated their hog fuel boilers will burn anything with 30% dry/70% moisture. They burn the sludge produced from their operations. The mix with hog fuel must be less than 50% moisture. A range of 30 to 50% moisture burns best. They supplement with natural gas as needed. The current technology used presses to 30% dry. In response to a question on whether a manufacturer's guarantee on the press process has any value, he stated they have found the guarantee to be of little value. They also have residual in the sludge from the scrubbers.

Mr. Ott stated the press being specified for the compost operation is the same as the two brands used by PPC. We are specifying 16%.

Mr. Koozer noted that PPC does not have all the hog fuel it needs and must use natural gas more often than they would like. Mr. DiLoreto noted that this could mean that if we could not market the compost, we would as a backup send it to Publishers to be burned. Koozer said it would have to be analyzed for BTU, but agreed that it looked like a good and feasible option.

The Committee and those present then discussed the problem of materials handling. Mr. Ott noted that the material will have to be lifted 50 feet from the floor. Three types are screw, drag, and bucket. Those present then discussed the advantages and disadvantages of the various methods and how to make improvements on the various methods. The PPC men suggested belts with scrappers; use air to clean the belt. Mr. Ott noted there would be dust and spillage at each transfer point in a multiple belt design. The PPC men stated they believed this problem could be reduced by the design.

The Committee then arranged a visit to PPC at 10:00 a.m. on Thursday.

Mr. DiLoreto reported on the question of timing of bids in relation to the grants. Contracts must be awarded within 12 months from date of grant award or the City will have to pay for any cost increases. The Sewage Treatment Plant grant was received in September. The Compost Plant grant was received in January. Mr. Hall noted that we did not want to jeopardize the grant by waiting until the last minute.

On the questions about the building for compost storage, the value engineering study recommended not to do the building. Based on this, it was doubted the EPA would fund the building. One-half million for the building was removed in the value engineering review. Mr. Tucker noted that the building shouldn't cost that much. The EPA should go for it based on the evidence available, such as that at Cape May.

Meeting adjourned at 12:45 p.m.

ap

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Monday, 11:30 A.M. Unicorn's Garden May 20, 1985

Members Present: Tommy Tucker, Chairman
 Alan Halstead
 Quentin Probst

Others Present: Elvern Hall, Mayor
 Roger Bano, Councilman
 Mike Warren, City Manager
 Greg DiLoreto, City Engineer
 Arvilla Page, City Recorder
 Bob Sanders, Public Works Director
 Mike Soderquist, KCM

1. Review of bids for Mountainview Drive water line improvement project.: Mr. DiLoreto stated this project was in the Water Master-plan with an estimated cost of \$200,000. The engineering staff estimated the cost would be \$113,000 with the City providing the pipe. There were 12 bids received with the low bid of \$56,904.03. Of the 12 bids, 8 were less than 80,000. The low bidder, E. Lee Robinson Construction of Tigard, has a good reputation and experience in this type construction. The bid has been reviewed and no errors have been found.

Motion: Halstead-Probst to recommend acceptance of the low bid from E. L. Robinson of \$56,904.03 to the Council. Carried unanimously by those present.

2. Sewage Treatment Plant Update: Mr. Warren announced that regular meetings have been scheduled to keep the Committee informed on the progress of the sewage treatment plant. Informal meetings with Mike Soderquist, Greg DiLoreto and himself will be held at 7:00 a.m. in his office on the first and third Friday of each month and there will be a meeting of the Public Works Committee for lunch on the second and fourth Fridays.

Mr. Soderquist presented an artists rendition of the new Sewage Treatment Plant. The picture will be given to the City when it is completed. Those present made comments and noted corrections that needed to be made to the picture.

Mr. Soderquist advised that an addendum has been sent out on Schedule F. It is mostly addressing the electrical portion. Schedule E is estimated at 10 million dollars and Schedule F at 3 million dollars. The bid opening on Schedule E has been postponed until June 14, 1985 and the bid opening on Schedule F has been postponed until July 26.

Mr. Soderquist then presented KCM's philosophy on the project. The EPA allots 4% of funding each year for innovative and alternative projects.

We had to be innovative and/or alternative enough to get the
get the EPA's attention.

Get funding in 1984.

Quality for the 10% bonus.
Quality for EPC warranty.
Then to design a project as prudently & conservatively as is possible.

The EPC warranty is a very important piece. If the innovation does not work, EPA will participate in the fix. On this project, EPA has to approve all the parts. We are still awaiting word as to whether this project will receive the warranty of EPA.

Mr. Bodorquist continued listing considerations in design of the compost process:

Reliability.

Capital cost.

O & M cost (mostly labor and energy).

Mr. DiLoreto pointed out that energy cost on the existing plant rose 60% this year. In addition, O & M costs are far greater over the life of the project than capital costs.

Ease of operation (including operating environment).

Demonstrated experience of contractor.

Financial strength of contractor.

Quality of support.

Licensing and patents. Most systems are patented. The City, by

accepting a design which is not patented or infringes on

another, would be involved in a lawsuit.

Operational flexibility.

Sawdust/finished product storage.

The Committee again discussed the need for a storage building which was eliminated by the Value Engineering Study.

Mr. Bodorquist listed the Base Design Criteria:

Solids = 31% in, 41% out of reactor.

Positive odor control.

Total enclosure.

Negative air pressure.

Off-gas treatment.

Minimum TO Requirements:

60° C for 3 days.

EPA requires 55° C.

Minimum exposure.

Mr. Bodorquist then listed the minimum needs. It was noted that the compost specification is open to all bidders that can meet the minimum needs.

Moisture removal system.

Odor Removal.

Pathogenic safety. The hazardous pathogens must be removed.

Germination. The compost must be safe for plants.

Plant flow.

Similar experience. The compost must have demonstrated

experience.

Financial strength. Will the composter supplier be in business next week?

20 hours/week, 0 & M limit. The composter cannot require more than 20 hours per week of operators time.

Off-gas treatment.

Expansion capability.

The current specifications are:

Tauman/Weiss, Purac or equal.

Councilman Haishead noted that we need to name Tauman/Weiss and Purac. He commented that the other manufacturers should have the burden of proof in showing that they are equal. We should not have to prove it.

License.

Quality assurance and field service organization.

Minimum needs.

Mr. Soderquist concluded that the Council has the final word on the project. There will likely be protests on Schedule F. The criteria on the bid comparison will emphasize operating costs and maintenance costs.

Mr. Soderquist summarized the presentation by stating that:

- The Council has the final word. It is their project.
- The Council has hired KCM as their experts. KCM now has more experience and background in the field of composting than any other outside firm, excepting one or two on the east coast.
- The recommendations from KCM are based on the combined professional judgement of the City-KCM team.
- Informed decisions.
- Objective.
- With the City's interest uppermost.
- Have tried to involve the Council in the overall process at key points along the way.
- We welcome deeper involvement.
- It is important that the Councilmembers feel this is your plant.

Councilman Tucker thanked Mike Soderquist for his presentation. He stated that this was a thorough report and represented the philosophy of the project.

Mr. Soderquist announced the successful bidders on Schedules A, B, and C will be notified to proceed on June 10, 1985.

Meeting adjourned at 1:15 p.m.

ap

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Tuesday, 11:30 a.m.

Velvet Carriage

June 11, 1985

Members Present: Quentin Probst, Vice Chairman
 Alan Halstead
 Joe Young

Others Present: Elvern Hall, Mayor
 John Poet, Councilman
 Mike Warren, City Manager
 Greg DiLoreto, City Engineer
 Gary Ott, KCM
 Arvilla Page, City Recorder
 Bob Sanders, Public Works Director
 Mike Soderquist, KCM

1. Help in supplying sawdust for composter: Mr. DiLoreto passed out specifications for the sawdust to be used in the sewage composting operation. He asked members of the Committee to assist in identifying possible suppliers. Some suggested suppliers were sawmills located in the county and local cabinet making operations.

2. Review of Sewage Treatment Plant bidding: Mr. DiLoreto announced that bids will be opened on Friday, June 14 on the next phase. Plans and specs have been picked up by 8 or 9 general contractors that are prequalified. Mr. DiLoreto described the efforts that have been made to involve local contractors. Most local contractors would be subcontractors which we have no control in choosing.

Mr. Warren announced the ground breaking ceremony for the sewage treatment plant will be on Friday, August 16, 1985 at 2:00 p.m.

3. Slide show of European trip: Mr. Sanders showed three plus trays of pictures taken on his tour of composting plants in Europe. The first plants they looked at were 'first generation' plants. The German plants had separate silos for storage of sawdust, as we will. Not all the plants visited used sawdust. Some were using paper. The paper used was of all types; newspaper, magazine, cardboard. The paper shredding equipment was very noisy. After parting from the people from KCM, Mr. Sanders visited other composting operations in Austria and Switzerland. He was not able to inspect the operations of all of the additional locations. He stated that he felt his trip to Europe had been very beneficial and worth the cost.

Meeting adjourned at 1:15 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Tuesday, 11:30 a.m.

Unicorn's Garden

June 18, 1985

Members Present: Tommy Tucker, Chairman
Alan Halstead
Quentin Probst
Joe Young

Others Present: Mike Warren, City Manager
Greg DiLoreto, City Engineer
Gary Ott, KCM
Arvilla Page, City Recorder

The bid tabulations on the Sanitary Sewage System Improvements, Schedule E were distributed. Wildish is the apparent low bidder at a total of \$8,577,000. The highest of the nine bids received was \$11,888,232. The engineers estimate was \$10,500,000.

A protest has been received from the second lowest bidder, Contractors Incorporated. The protest is on four (4) points:

- (1) No seal affixed on bid form, Page 8.
- (2) No seal affixed on bid bond & no witness.
- (3) Page 00300-6, Mfr./Subc. Listing was incomplete.
- (4) They question the information contained on pages 00420-1,2 as qualifications for a project of this magnitude and complexity.

Mr. DiLoreto left the meeting to confer with the City Attorney regarding the protest. Upon return, he reported the City Attorney advised that these items are 'informalities' and we can waive them. The waiver provision is included in the bid contract.

Mr. Ott advised that if we have to go to court, we should not award the contract. The bid is good for 90 days. He reported they have had a protest on a previous job and EPA upheld the protest. He advised that input should be obtained from EPA. Do not sign a contract until the protest is resolved as we could be liable for the entire contract.

Mr. Ott stated the low bidder at \$8,577,000 is Wildish Construction. (1) They were prequalified by the City; (2) Performance is bonded; (3) The bidder is satisfied that they have made no errors in the bid; (4) Bidder satisfied with the EPA requirements; and (5) He has talked with people in Eugene where Wildish has done projects and they state satisfaction with the work performed. Wildish will do what is in the specs.

MOTION: Young-Probst to recommend acceptance of the low bid based on information from the Engineer, subject to EPA approval and approval the the City Attorney. Carried unanimously.

Mr. Ott noted that one subcontractor was not listed in the bid and that the manufacturer of the belt press was unfamiliar.

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Mr. DiLoreto reminded the Committee that sewer rates will go up on July 1, 1985 to \$12.50 per month. The Councilmembers best defense on the expected protests is that the rates are mandated by the EPA.

Mr. Ott distributed the budget on the grant applications. We are under the grant budget by over 2 million dollars. The grants will cover the amount bid.

The Committee discussed asking for grant increase for things left out, the building for the compost would be a good example. Mr. Young suggested that we should send a letter to EPA on this and stress the need for the three sided compost cover building.

Mr. Warren reviewed some of the items that will be on the Council Agenda for July 1, 1985.

Meeting adjourned at 12:45 p.m. Next meeting will be July 12, 1985.

ap 6/19/85

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 noon

Velvet Carriage

July 12, 1985

Members Present: Tommy Tucker, Chairman

Others Present: Elvern Hall, Mayor
Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Gary Ott, KCM

There being no quorum present for the Committee it was decided to go ahead with general discussion and report on progress of the different projects.

Mr. DiLoreto reported the pump station contract is going well. Because the contractor has been able to sell the excavation material, he appears to be making money on the project and is on time on the contract. They have had very little inflow of water. Bob Thompson has been taking pictures of the project and we will have a slide show for the next meeting. Mr. Ott reported that 132 cu. yds of concrete have been used so far on this project. The concrete is coming from Newberg/Ready Mix, the rock from Newberg River Rock.

Mr. DiLoreto reported the switching of offices amongst Planning, Engineering and Building has been completed. It is much more convenient, especially for Planning, and everyone is happy with their new space.

Councilman Tucker suggested that making closer parking for the public conducting business at City Hall should be looked at. He suggested that some of the spaces in the lot behind City Hall could be made available. Mr. DiLoreto said he would let Mike Warren know about it. There was general discussion of parking in the area.

Mayor Hall reported he had read articles in a magazine regarding the computerization of water meter reading and asked if this or meter reading service is being considered. The computer system has been initiated in some towns by starting with change of meters in an area and adding other areas on a replacement basis. Mr. DiLoreto described another meter reading system where the reader holds a small computer, enters the reading from the meter, and the small computer interfaces with an IBM-PC for automatic input of readings. More efficient reading of meters is being studied.

Mr. DiLoreto described a Fleet Management computer program that has been written, free of charge, by Jim Burke. It is simple enough for the mechanic or his helper to use, yet gives a wealth of information.

Mr. DiLoreto reported it looked like we are heading for a water consumption record because of the long period of hot weather. We have brought in Dean Steinke, who has worked for us before in the summer, to assist the water plant operators with the extra flushing that is required.

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Mr. Ott reported the contractor on the outfall has been working for several weeks now. Publishers Paper has been very cooperative. The 12th and Hess Creek interceptor is not started yet. The order to start was dated June 19.

Mr. DiLoreto reported that Contractors, Inc. has been officially notified of the denial of the protest. They will have to let us know whether they intend to appeal the decision.

Mr. DiLoreto advised that Schedule F bid opening will be September 6, 1985 at 1:00 p.m. At this time, only Coleman-Weiss and Purac are expected to submit bids.

Meeting adjourned at 12:55 p.m. with next meeting schedule for July 26, 1985.

ap

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 noon

Velvet Carriage

July 26, 1985

Present: Quentin Probst, Co-Chariman
Alan Halstead
Joe Young

Others Present: Elvern Hall, Mayor
Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Bob Thompson, Sewage Plant Superintendent

Mr. DiLoreto reported the status of the Sewage Treatment Plant bid protest. Contractors, Inc. has appealed the Council's decision to EPA. The basis of their protest is that Wildish did not list three of the subcontractors. If EPA rejects their protest, they can then appeal to Federal Court.

Mr. DiLoreto reported the pump station project is three weeks ahead of schedule. The outfall contractor will be done in a few weeks. The outfall is being constructed with 36 inch diameter concrete pipe. The interceptor contract is just getting started. The contractor plans to use a second crew working at the other end. He may be able to complete the project within the contract limit. The pump station contractor has asked to delay the paving until next spring. Since this project will be completed in December when conditions for paving are not the best, we are giving consideration to the request. There have been two change orders so far. One to change the size of conduit and the other to realign the interceptor line because the original alignment intersected with a Publishers Paper Company culvert filled with concrete.

Mr. Thompson reported the problems caused by the power outage at the sewage treatment plant. The Committee discussed possible ways to prevent problems in the future.

Mr. DiLoreto reported the water supply is holding good. We are pumping a record number of gallons. The limiting factor on the amount we can provide is the treatment plant.

Mr. DiLoreto reported on the impact the Garcia Decision is having on the Public Works Department. Workers must take time off in the month they work overtime or be paid the overtime wages.

Mr. DiLoreto reviewed the many projects being done by the engineering staff. Quality applications have not yet been received for the Engineer Technician position and the need is great.

Mr. Thompson showed slides of the projects now under construction.

Meeting adjourned to August 9.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 noon

Velvet Carriage

August 9, 1985

Present: Quentin Probst, Co-Chairman
Joe Young

Others Present: Elvern Hall, Mayor
Mike Warren, City Manager
Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Bob Thompson, STP Superintendent
Gary Ott, KCM
Mike Soderquist, KCM

Mr. DiLoreto gave water use statistics for the month of July. Over 135,000,000 gallons were pumped. The average pumped daily was 4,340,260 gallons. At the peak use, the reservoirs were drawn down to 30 feet from 39 feet. Mr. DiLoreto pointed out that the City needs to be planning for future improvements in the water system because of the limiting factors of the reservoirs and the treatment plant. Rudy Leffler has contacted the City advising that he has a good supply of water at 500 gallons per minute. However, the 500 gallons per minute can not be sustained. Also to be considered would be the cost of bringing it to the plant if it needed treatment.

Mr. DiLoreto reported the applications for the position on the engineering staff have been narrowed down to eight.

Mr. DiLoreto also reported that the Farm Home apartments planned on Deborah Road will include one benefit to the City. A 10" water line is planned for and will be required across the property. This will provide a needed improvement in the area of the schools.

Mr. Thompson presented slides taken one week ago of the projects under construction. The pump station contractor is one month ahead of schedule. The other contractors are very close to schedule.

Meeting adjourned at 12:55 p.m.

ap

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 noon

Velvet Carriage

August 23, 1985

Members Present: Alan Halstead
 Quentin Probst

Others Present: Bob Thompson, STP Superintendent
 Arvilla Page, City Recorder
 Brenda Stroud, Finance Director
 Gary Ott, KCM
 Mike Soderquist, KCM

Mr. Thompson presented an aerial map of the area of the new sewage treatment plant and pointed out the locations of the projects and their present status.

Mr. Thompson then presented slides taken of the construction projects. All projects are progressing well with the dry weather being a real benefit to the contractors.

Mr. Soderquist reported that a pre-bid conference was held on the composter. There were about 25 contractors present with 3 contractors for the composter present. Purac and Colman Weiss submitted detailed letters of inquiry requesting response. We expect both to bid. We have received permission from EPA to look at the bids on the basis of life cycle cost.

The EPA will make a determination on the bid protest of Contractors, Inc. on August 26. The plant bid must be let by September 20 to meet the grant requirements.

Ms. Stroud reported she is preparing detailed information on water operations costs in response the Jack Nulsen's request for a discount for summer irrigation. The cost for water over the minimum charge is very low and cost should not be a major factor in whether people choose to water their lawns.

Those present discussed the efforts of the local industries to reduce the cost of sewage treatment by pretreating effluents. Mr. Thompson questioned why we no longer charge for grease. Ms. Stroud responded that the cost of grease treatment is included in the extra strength sewage charge for the various types of businesses. Industries that produce large amounts of grease are to have grease traps so that the grease never enters the system. Only one industry on the system generates a significant amount of grease and was charged under the previous rate structure.

Meeting adjourned at 1:10 p.m.

ap:pwcm0823

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

August 23, 1985

Velvet Carriage Restaurant

AGENDA

- I. Update on Sewage Treatment Plant.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Velvet Carriage

Sept. 13, 1985

Members Present: Tommy Tucker, Chairman
Alan Halstead
Quentin Probst
Joe Young

Others Present: Mike Warren, City Manager
Greg DiLoreto, Director of Public Works
Elvern Hall, Mayor
Garry Ott, Kramer, Chin & Mayo
Bob Thompson, Supervisor Waste Water Treatment
Ronita Siefken, Public Works Secretary

The Director of Public Works opened the meeting. There was brief discussion on the grant application for the Eighth St. Force Main. BJ Smith of DEQ has requested that the application be submitted as soon as possible.

As the Finance Director was unable to be present, the discussion on the water rates was postponed.

The composter for the new sewer treatment plant will be bid on September 27. There are two suppliers who have been prequalified at this point.

Garry Ott reported to the Committee on the construction progress of the Sewerage System Improvements:

Schedule A. Pipe is now being laid up the hill from the pump station which will interface with the plant when it is constructed. The contract is 50% complete, and is proceeding on schedule.

Schedule B. Hess Creek Interceptor has been completed. The contractor is over 50% complete with their contract and are also on schedule. They have trenched to a depth of 26 feet, and must be kept apprised of the safety procedures.

Schedule C. The Outfall line is installed and hydraulically pressure tested the pipe. The contractor is now cleaning up. Paving has been done on Dog Ridge Rd. The outfall line will not be used until the treatment plant goes online. Inspectors will continue to check for settlement and/or other signs of structural problems during the one year warranty period. There was also discussion on using City crews and video tape equipment to TV the line. Only three change orders were made during the construction, and the final cost of the job should be tabulated soon. There was some discussion of having divers check the outfall once a year to keep an eye on the stability of that area.

Public Works Committee
September 13, 1985
Page 2

Garry Ott commented on the cooperativeness of Publishers Paper, and how good they have been to work with.

Bob Thompson showed the most recent slides of the construction.

The next meeting of the Public Works Committee will be September 27. The Committee will meet at the Velvet Carriage Restaurant, and, weather permitting, will proceed from there to the site to view the construction in progress. Mike Warren asked Garry Ott to invite Ella Weylan, the construction inspector from KCM, to attend the meeting and accompany the members on the tour.

The meeting adjourned at 1:05 pm. The next meeting is scheduled for September 27, 1985.

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A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon Velvet Carriage September 27, 1985

Members Present: Joe Young

Others Present: Elvern Hall, Mayor
 Greg DiLoreto, Public Works Director
 Arvilla Page, City Recorder
 Robert Thompson, STP Superintendent
 Gary Ott, KCM
 Mike Soderquist, KCM
 Ella Whalen, KCM, On-site Inspector

Mr. DiLoreto reported that additional engineering staff has now been hired. Larry Anderson will begin work on October 1. Mr. DiLoreto described his experience and stated his first project will be the drawing for the storm sewer master plan. He will be classed as Engineering Technician II.

Mr. DiLoreto reported he had just finished meeting with the contractor, Mocon, on the 12th Street Interceptor. The project is going well although there have been some safety problems. Mocon will call for local trucks to haul material if his needs exceed the six trucks he regularly uses.

Mr. DiLoreto displayed the designs for a bumper sticker, door decal and portable sign to be used for public relations on the STP project. Councilman Young suggested that 'Your tax dollars at work improving your community' be added to the sign.

Ella Whalen gave the progress report on Schedules A, B, and C.

Mr. DiLoreto stated 12th Street will be reopened next week, design on Schedule D is complete, Schedule E, the STP is ready to go, and the bid date on Schedule F, the composter, has been set at October 18. We expect to receive at least two bids on Schedule F.

Mr. DiLoreto noted that KCM is doing the Storm Sewer Master Plan for the City. To reduce the cost of the project, the City staff is doing the mapping. They will have the mapping completed on January 1, 1986. The IBM-PCXT computer which is no longer needed in the Finance Department has been moved to the Engineering Department. The City will buy a Storm Sewer Management program from KCM to be used by the Engineering staff.

Meeting adjourned at 1:00 p.m. for a tour of two of the projects, the 12th Street Interceptor and the Hess Pump Station.

Friday, 11:30 a.m.

October 25, 1985

MINUTES OF
A MEETING OF THE
PUBLIC WORKS COMMITTEE

Velvet Carriage

Newberg, Oregon

Members Present: Quentin Probst, Co-Chairman
 Alan Halstead
 Joe Young

Others Present: Roger Gano, Councilmember
 Elvern Hall, Mayor
 Greg DiLoreto, Public Works Director
 Arvilla Page, City Recorder
 Richard Faus, City Attorney
 Gary Ott, KCM Consultants
 Mike Soderquist, KCM Consultants

Mr. DiLoreto reported that a protest has been received. It was not on the composter bids and it was from a non-bidder. The protester is MDI. MDI is a supplier of belt filter presses. His equipment has been rejected by the contractor on Schedule E.

Mr. DiLoreto reported that bids had been requested on a new pickup which was budgeted as a utility truck. The call for bids was placed in the Newberg Graphic and bids were individually solicited from three local car dealers. Only one bid was received. That bid was from Gatewat Ford.

II. Discussion on Proposed Public Relations Program. Mr. DiLoreto asked for the Committee's thoughts on a public relations program on the sewage treatment plant. With the public's present mood, it may not be the thing to do. The STP is unlike the library. You have to have a sewage treatment plant.

Councilman Young noted that most of the dollars are going out of town. We need to put together a list of locals that are benefiting from the project.

The Committee discussed various methods of information distribution. Mr. DiLoreto advised that EPA limited the information that can be included on their sign at the site. The Committee recommended that a separate sign be erected at the site with the additional information regarding the project. Also, it is time for the next newsletter to be prepared and distributed.

The Committee decided against the previously proposed PR program.

I. Update on Sewage Treatment Plant. Mr. DiLoreto reported that Schedule A is a month behind schedule, about 75% complete; Schedule B is three weeks from being finished; the final inspection was done of Schedule C last Monday; and, work has started on Schedule E, the STP. The filberts on the STP site have been harvested by the Melchers.

Mr. DiLoreto reported there were four (4) bids received on Schedule F, the Composter. He distributed the bid tabulations to the Committee. Three of the bids were in excess of the Engineer's Estimate. The low bidder does not meet the specs, now. This is a possible protest. The next highest bidder, Ray Wilson Co., misinterpreted the contract and bid 'design/build'. Mr. Soderquist stated the bids would be reviewed independently from the local consulting staff. Three technical people will independently review each bid. The lowest bidder that bid correctly and meets the specs will be contacted to see why the bid was one million over expectations. There could be a change order at the start of the project to lower the cost.

Councilman Young asked whether we could reject all the bids and call for new bids. Mr. Soderquist responded that it could be done. However, experience is that the bids would come in higher the next time. He added that there is no way to avoid a protest on this part of the project.

Councilman Gano asked if the time line on this part of the project will allow rebidding and/or protests. Mr. Soderquist responded yes, in a way. The EPA has the option of collecting interest on the money and if there is an increase in cost, the City will have to pay.

Councilman Gano then asked how soon after operation of the plant begins will the composter be needed. Mr. Soderquist responded that it would be needed in about one month. However, sludge could be hauled as we are now doing.

Mr. DiLoreto stated the low bidder at 2.8 million does not meet the specs. They have a garbage compost operation in Europe and a prototype in Alabama. They do not have a real composter at a sewage treatment plant. The next bid is \$800,000 higher and the next is \$200,000 higher than the second. We have to be very careful in rejecting the low bidder. KCM is trying to get information of previous rejections of Ashbrook Simon Hartley, the low bidder. It can become a political issue to go to a higher bidder.

Councilman Gano stated that he would respond that we did not give the bid to someone that has never done a sewage composter.

Councilman Young suggested we check the alternative of rechecking the specs and rebidding. The present lowest bidder that meets the specs will not take a chance on losing an almost 4 million dollar contract by bidding higher. We must rely on the engineering consultants on whether to have a change order.

Mr. Faus advised the Committee that State rule prohibits negotiation at the time of the bid award. EPA may allow the negotiation. He stated he would research the matter.

Mayor Hall stated he was concerned that we stay under the time line for the grant. Mr. Soderquist said there was little risk. The City could be liable for inflation.

Councilman Gano asked whether there would be a delay in construction if the successful bidder is Wildish Building Company. Would they be using the same management team on both projects. Mr. Soderquist responded that it shouldn't cause any delays.

Mr. DiLoreto stated that KCM will continue review of the bids. We expect to receive more protests. The Committee will meet again in two weeks for a definitive answer. We do not yet know who is the low responsive bidder.

Mr. Faus noted that we have 90 days to let the bid. Protest has a different time frame.

Other Business. Mayor Hall asked why the sidewalk at the library is broken. Mr. DiLoreto responded that at least part of it was broken by the contractor and he is making the repairs. The City will have to pay for repair on the rest of it as it is unknown how it was broken.

Mr. DiLoreto stated that Schedule D on the STP project is at EPA. It is #3 on the list for funding. However, the money is currently frozen. It is for a force main, a simple job estimated at \$150,000.

Mr. Ott reported he has talked with BJ at EPA regarding the 'innovative and alternative' funding. The City is eligible. There are not enough funds left in the last year allocation and they will wait for this years allocation of funds.

Meeting adjourned. Next meeting on November 8.

MINUTES OF A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 11:30 a.m.

Velvet Carriage

November 8, 1985

Members Present: Tommy Tucker, Chairman
Quentin Probst
Joe Young

Staff Present: Mike Warren, City Manager
Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Mike Soderquist, KCM
Gary Ott, KCM

1. Update on Sewage Treatment Plant:

Mr. DiLoreto reported the status of each schedule as follows:

Schedule A: The pump station outside is done. The bank is not seeded yet and that is a concern. The contractor has proposed a two year guarantee on the bank.

Schedule B: The contractor is just about done with the piping.

Schedule C: The grouting on the bank is the only thing left to do.

Schedule D: The contract for the force main is being held up for the grant money funding release.

Schedule E: This is the main plant. The site has now been cleared and excavating is ready to begin.

Schedule F: The composter. KCM has done the preliminary evaluation of the bids.

Mr. Soderquist stated the local office of KCM has completed the technical evaluation of the bids and has sent the information to Seattle.

Mr. DiLoreto added that Yamhill County is requiring a half street improvement at the STP. This is estimated to cost approximately \$40,000.

2. Discussion on Composter Bids:

The Committee discussed the different aspects of the bids on the composter. Mr. Soderquist stated that Kramer, Chin and Mayo will not make a recommendation on which bid to accept for at least two weeks.

11-9-85

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 11:30 A.M.

November 8, 1985

VELVET CARRIAGE RESTAURANT

- I. Update on Sewer Treatment Plant
- II. Discussion on Composter Bids

MINUTES OF A MEETING OF
THE PUBLIC WORKS COMMITTEE

Friday, 11:30 a.m.

Velvet Carriage

December 13, 1985

The meeting was called to order by Chairman Tommy Tucker.

Members Present: Tommy Tucker
Quentin Probst

Others Present: Greg DiLoreto, Public Works Director
Rick Faus, City Attorney
Elvern Hall, Mayor
Arvilla Page, City Recorder
Bob Thompson, STP Superintendent
Gary Ott, KCM Consulting Engineers
Jerry Minor, KCM Construction Manager

I. Bids on Backhoe/Loader: Mr. DiLoreto reported eight bids were received. The lowest bid was for \$41,000 less \$30,000 trade in. This machine is a JCB, a British made machine. The next lowest bid was \$15,912 net on a Case. Hal Turpen, Dennis Manning and he will look at the JCB. Points to be considered are compatibility with other equipment, bucket configuration, and the availability of parts. The bid with the JCB was probably low because there are as yet no other JCB machines in this area. We budgeted \$40,000 this year for the backhoe. Our second backhoe is scheduled for replacement next year. We may consider replacement of both machines now. If we do, we will ask for bids from the two lowest bidders.

Councilman Tucker suggested the equipment be brought to the Public Works for test use by the crew. It was agreed that this was a good idea.

II. Continue Discussion on Alley Policy: Postponed to the next meeting of the Committee.

III. Update on Sewer Treatment Plant: Mr. DiLoreto gave the status of the construction schedules as follows:

Schedule A: The pump station is about done. This contract is about one and one-half month behind schedule.

Schedule B: Mocon is now off the job on the interceptors with the work nearly finished. The contract is up-to-date.

Schedule C: The outfall done by Kurt Kimsey is basically done.

Schedule E: The wastewater treatment plant. The site is cleared with excavation underway for two of the three clarifiers. Mr. Minor stated they are down to the subgrade on one. They are working on other parts of site preparation for the plant.

Schedule F: Members of the staff met with the Consultants and

retained legal counsel in Seattle this week. A special meeting of the City Council will be scheduled. The low bidder of the composter will be asked to attend and respond in detail to questions of staff, consultants, and Council. The other bidders will be advised of the meeting.

The date for the special meeting was discussed and the final recommendation was that it be as soon after the holidays as possible.

Meeting adjourned at 12:30 p.m.

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MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Unicorn's Garden

Dec. 27, 1985

Members Present: ✓ Tommy Tucker, Chairman
 ✓ Quentin Probst
 Joe Young

Others Present: Mike Warren, City Manager
 Greg DiLoreto, Director of Public Works
 John Englebrecht
 Jerry Minor
 Ronita Siefken, Public Works Secretary

Review of Backhoe Purchase. The JCB backhoe, a British machine, is going to be used in a tryout session, so that the Operations and Maintenance people can see it in actual use. Public Works Committee discussed the merits and drawbacks of the JCB backhoe. A final decision will be made after the tryout session. Tom Tucker suggested that Hal Turpen write a memo to be kept on file stating the reasons, including safety, and availability of parts and maintenance, that he feels should prevail in the selection of a backhoe.

Sewer Treatment Plant Update. Jerry Minor reported on the construction progress on the new sewer treatment plant. Schedules A, B, and C are stabilized at the present. The contractor for Schedule E is now doing excavation for the major clarifiers, and has placed foundation, drain rock, and footings for the Operation Building. Next they will start the deep pipe work which will go down to about 28 feet. The dry weather has contributed to the progress they are making.

The Director of Public Works gave the Committee an update on the proceedings on Schedule F. A bid protest has been received from the Ray Wilson Co. and their primary supplier, Purac Corporation. Although there may be some question as to the timeliness of the protest, he recommended that the special City Council meeting scheduled for January 8 be postponed until a later date. He stated that the Innovative and/or Alternative designations that EPA must decide upon will affect the amount they will grant for the construction, and, therefore, could ultimately change the ranking order of the bids. The Director of Public Works stated that letters were being sent to the bidders asking them to extend their bid and bond for 120 days from expiration date.

Tom Tucker stated that he would like to see the Council come together to get the information that will be crucial to their award of the bid, while that information is still fresh. After further discussion, it was decided that a Public Works Committee meeting will be held on January 8 at 7:30 pm, and that Council members not on the Committee would also be encouraged to attend the meeting, which would be strictly informational, and not a

Public Works Committee
December 27, 1985
Page 2

decision making session. Representatives from KCM and DEQ will be invited to attend.

The Director of Public Works also informed the Committee that the award of the belt filter press bid has been appealed to EPA. He noted that Wildish has already ordered a belt filter press from someone else. It is expected that EPA will make a swift determination in the case.

Meeting adjourned.

A SPECIAL MEETING OF THE
PUBLIC WORKS COMMITTEE

Wednesday, 7:30 p.m.
Council Chambers

January 8, 1986
Newberg, Oregon

Councilmembers Present: Hal Grobey, John Poet, Quentin Probst, Tommy Tucker, Joe Young, Mayor Elvern Hall.

Staff Present: Mike Warren, Greg DiLoreto, Rick Faus, Arvilla Page, Bob Thompson, Mike Soderquist and Gary Ott from KCM.

I. Update on Sewage Treatment Plant:

Bob Thompson, STP Supervisor, presented slides showing the stages of construction on Schedules A, B, C, and E. The first three stages are either complete or nearly so. Schedule E, the treatment plant, is now at the site preparation and foundation stage.

Mike Soderquist, KCM, stated the composter, Schedule F, is the most innovative part of the project. EPA is willing to subsidize innovative and alternative solutions to waste disposal. The composter was used as a 'handle' to obtain the 75% funding on the other parts of the project. The technology on the composter is fairly new and not well proven.

Mr. Soderquist stated that when bids were received on the composter, one contractor unexpectedly bid. This bid was the lowest bid. However, this bid and all others have problems.

Mr. Soderquist then went on to review the pros and cons of the various bids as background information of the Councilmembers present. Two protests have been filed by the bidders and EPA will have to process the protests prior to a bid award, or the Council could award the bid with a contingency of EPA approval. The Council could also reject all bids and rebid the project. Rejecting all bids may not be the wise thing to do.

The City Attorney stated that a public hearing will have to be held to respond to the protests before the bid can be awarded. Also, EPA will have to process the protests.

Councilman Grobey stated he felt we should have something in writing from EPA stating that because the bid award was held up due to the protests, a January 24 deadline for award does not apply to us.

Mr. Soderquist stated EPA should have its decision on innovative status for Schedule F processed by January 24. A date for the public hearing by the Council on the protests was discussed with no date being set at this time.

Meeting adjourned at 9:15 p.m.

Friday, 12:00 Noon

January 24, 1986

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Unicorns Garden Restaurant

Newberg, Oregon

Members Present: Tommy Tucker, Chairman
Quentin Probst

Others Present: Elvern Hall, Mayor
Greg DiLoreto, Public Works Director
John Englebrecht, Publishers Paper Company.
Rick Faus, City Attorney
Gary Ott, KCM Consultants
Arvilla Page, City Recorder
Bob Thompson, STP Supervisor

No Quorum was present.

Mr. DiLoreto reported that a letter had been received from EPA confirming 'Innovative Process' on the composter. This means there is a 100% replacement funding if the process does not work. Money for replacement, if the process does not work, will be budgeted by the State and EPA will direct DEQ to make the expenditure.

Councilman Tucker asked whether we shouldn't try to also get a letter from DEQ on the funding and Mr. DiLoreto responded that he felt we should. Councilman Tucker also asked at what point EPA will determine the project as junk. Mr. DiLoreto stated that EPA will not pay more than the contract price. If the process will not make compost, it will be replaced.

Update on Construction: Mr. Ott reported the status of the construction as follows:

Pump station, 'A': The last detail work is being done and it is 95% complete.
Interceptor Line: In the final phases, at 95%.
Outfall: Complete, at 99%.

Mr. DiLoreto reported that Publishers Paper Company has signed off on Schedule 'C'. He also noted that we should recognize the efforts of John Englebrecht at Publisher Paper for making it easier for the City to do these projects.

Mr. Ott continued the report by stating Schedule 'E', the plant, is underway. The chlorine contact chamber slab has been poured. Mr. DiLoreto noted that money has been released by the Federal Government for this year and we can now receive money for Schedule D.

Bid Protest on Schedule 'F', Composter:

Mr. DiLoreto reported the Staff Report is completed and will be copied this afternoon for delivery to the Council. It is 51 pages long. Four pages are a combined recommendation of KCM, the City Attorney and himself. The financial statement for Ashbrook is not included as it is confidential. An analysis of their statement has been made by the Finance Director and her analysis is a public record. We are ready to proceed with the public hearing on the protest.

The deadline for submission of written material by the participants in the meeting was yesterday. Only Ashbrook-Simond-Hartley submitted additional information. The three lowest bidders will be present at the hearing. We will need to set some guidelines on time allowed for each to present their case.

Following the Council decision on the protest, the participants will then have 7 days to file notice with EPA. The resolution makes award of the contract contingent upon settlement of the protest.

Mr. Thompson presented slides taken of the construction sites. The meeting was then adjourned at 1:00 p.m.

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MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Unicorn's Garden

February 14, 1986

Members Present: Quentin Probst
Joe Young

Others Present: Greg DiLoreto, Director of Public Works
Elvern Hall, Mayor
Garry Ott, KCM
John Englebrecht, Publishers Paper
Bob Thompson
Mike Soderquist, KCM
Roger Pyles
Ronita Siefken

No Quorum Was Present

Discussion on Pavement Management Plan. The Director of Public Works, Greg DiLoreto, stated that money has been put into the budget to develop a plan for effective maintenance of the City's pavement. Originally, it was thought that a consultant might develop the plan, however, it has been decided that it can be accomplished in-house with Roger Pyles of the Engineering Division, heading up the project. Mr. Pyles gave a synopsis of the Pavement Management Plan, and what can be expected from it. The City will need to purchase some equipment and upgrade the traffic counters. Inspection of the pavement will be done block by block and given a score. New streets would have a rating of 100, with the score dropping as wear and age become apparent. The scores will help to determine type of maintenance needed, and will help us spend maintenance dollars in the most economical way. Mr. Pyles then answered questions from members of the group.

Backhoe Bids. Mr. DiLoreto stated that bids for the Case backhoe were opened February 5. One type of backhoe was specified for compatibility with our other present backhoe. The low bid, after a trade-in allowance, was \$14,898. Delivery is expected in about a month.

Update on the Sewer Treatment Plant. Mr. DiLoreto told the committee that the protest from MDI on the belt filter press in Schedule E has been dismissed by EPA. He also stated that, apparently, Ray Wilson Co. has not filed an appeal of the City Council's decision to award the bid for Schedule F to Ashbrook-Simon-Hartley. Mr. DiLoreto said that he had recently learned that B.J. Smith, who coordinated the grants on the Sewer Treatment Plant project, is leaving DEQ. Mr. DiLoreto stated that he and the Assistant Finance Director are working on getting her signature on the necessary documents before her departure.

Garry Ott, of KCM, reported on the construction progress to date. Schedule E is proceeding well. Wildish plans to have the major portion completed one year from now. This will give them some

Minutes
Public Works Committee
February 14, 1986
Page 2

cushion before the October, 1987 deadline to take care of finish details.

Mr. Ott stated that the grant application has been submitted to DEQ and EPA for the Eighth St. Force Main.

John Englebrecht of Publishers Paper inquired about the tree plantings planned for the construction area on Publishers land. Bob Thompson stated that the trees have been ordered from the nursery and should be available soon.

City Hall Remodel. Mr. DiLoreto spoke briefly on the proposed plans for the City Hall remodel. He noted that bids will be solicited for the project.

Mr. Thompson showed the most recent slides of the Sewer Treatment Plant construction.

The next Public Works Committee meeting is scheduled for February 28, 1986.

Meeting adjourned.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12 noon

Unicorn's Garden

February 28, 1986

Members Present: Tommy Tucker
Quentin Probst
Joe Young

Others Present: Greg DiLoreto, Public Works Director
Gary Ott, from Kramer, Chin & Mayo
Arvilla Page, City Recorder
Bob Thompson, Sewage Plant Superintendent

NEW BUSINESS:

The Committee discussed the remodel of the Finance Department area in the City Hall. Mr. DiLoreto reported that bid requests will go out shortly for the project. Members of the Committee urged caution when awarding the bid making sure the contractor has experience in remodeling where the normal business use of the area must continue.

OLD BUSINESS:

Update on Sewage Treatment Project.

Mr. Ott reported the base electrical and plumbing are now being put in the plant. The plant is the only project with activity right now. Other Schedules have either been completed or are stopped temporarily.

Mr. DiLoreto stated that, with B.J. leaving D.E.Q., he and Doug Richmond have been scrambling to get everything tied up as much as possible before a new person takes over.

Mr. DiLoreto reported that Ashbrook-Simon-Hartley have been notified they have been awarded the contract on the composter, pending EPA approval. Wildish, the contractor on the plant, has already begun working with Ashbrook-Simon-Hartley.

Mr. Thompson showed slides of construction on the sewage treatment plant. Piping, conduit for electrical and plumbing, footing and foundation pouring, and reactor chamber construction were shown.

Meeting adjourned at 1:00 p.m.

Ap:pwcm0228

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

February 28, 1986

UNICORN'S GARDEN RESTAURANT

I. Update on Sewage Treatment Plant.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12 Noon

Unicorn's Garden

March 14, 1986

Members Present: Alan Halstead
Quentin Probst
Joe Young

Others Present: Greg DiLoreto, Public Works Director
Gary Ott, from Kramer, Chin & Mayo
Arvilla Page, City Recorder
Mike Soderquist, from Kramer, Chin & Mayo
Bob Thompson, Sewage Plant Superintendent

Mr. DiLoreto recommended that Items 2 and 3 on the agenda be delayed to future meetings. These are the review of alley policy and truck route on Wynooski. He would like to delay the review of the truck route on Wynooski to that time also when Tommy Tucker will be present. Councilman Tucker was very involved in previous discussions on this subject. He would like to have the alley policy review delayed for one month as Councilman Tucker brought up this matter and asked for the review. He stated there will be a review of the storm water plan at the next meeting with Glen Grant present.

In addition to the storm water plan review, another item for the Committee's review at a future meeting will be policy changes and modifications to the Standard Specifications. These are by resolution and will need a resolution to change.

Update on Sewage Treatment Plant. Mr. Thompson reported he had attended the Construction Meeting this morning with KCM and Wildish. Schedules A, B. & C. are essentially completed. The Schedule C guarantee will expire before actual use. This should be no problem as the critical elements of this line do not depend on sewage flowing through the line. Schedule B completion is waiting for some telemetry equipment to be received.

Good progress is being made on Schedule E, the treatment plant. The sides around the chlorine contact chamber dividing walls are poured with the final effluent line extended out 36 feet. The number two final clarified forms are up for the floor. The City requested a change in the floor drain design in the lab.

Mr. Thompson showed slides of the progress on Schedule E.

Mr. DiLoreto reported the Minority Contractor requirement on Schedule F has now been approved. We are now ready to proceed with construction on the composter.

Mr. DiLoreto also reported a 14 year old pick up used by Public Works has been traded in on a new Ford with an automatic transmission. The new backhoe was received last week and has a number of advantages over the old machine.

Meeting adjourned at 1:00 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Unicorn's Garden

March 28, 1986

Members Present: Tommy Tucker, Chairman
Alan Halstead
Quentin Probst
Joe Young

Others Present: Mike Warren, City Manager
Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Mike Soderquist - KCM
Glen Grant - KCM
John Houle - KCM
Gary Ott - KCM
John Englebrecht - Publishers Paper Co.

I. Presentation of Storm Water Management Plan:

Mr. Soderquist introduced Glen Grant, Project Manager on the Storm Water Management Plan, and John Houle.

Mr. Grant reported a draft report has been completed and submitted to Mr. DiLoreto for review. The object of today's presentation is to receive input from the Committee prior to the final report.

Mr. Houle distributed an agenda of their presentation to those present. A detailed map of the recommendations was included with the agenda. He used a large colored map to describe the various problem areas and the recommended solutions.

The plan will designate high and low priority projects and will recommend four types of improvements. #1. Parallel pipes. #2. New or replacement of existing lines. #3. Re-route lines. #4. Improve open channel drainage. No detention of storm waters will be recommended and one existing detention is recommended to be removed. Historically, the priority areas are downtown and along the railroad tracks. Cross connections with the sanitary sewer would be eliminated.

There will be five priority projects over the next couple of years. Four of these are along Blaine Street, west of the RR tracks where an old line needs replaced, replace an old line on Illinois Street, and re-route run off from the Pioneer Lane area to the State highway. Councilman Tucker noted there is a natural drainage under Blaine Street.

Recommendations will include: Upgrade of existing system, new routes, open channel improvements, management, and maintenance consideration. Management needs to be centralized and on going. Maintenance needs to be budgeted each year. Estimated capital costs for high priority improvements will be \$2,200,000 with an average annual cost of \$111,000. Estimated capital costs for low

priority improvements is \$1,600,000. Service to future development is estimated at \$1,200,000. Low priority projects would be done when the opportunity arises; such as during street improvements or development of use.

Options available for funding the improvements were discussed by the Committee, consultants and staff. Mr. Warren noted there was just \$270,000 available in the Storm Sewer Fund at present. These funds came from a serial levy, transfers from federal revenue sharing funds in the past and a very small portion from development charges. Mr. DiLoreto noted that the amount available would be enough for the first year of projects recommended by the plan. The Committee discussed at length the impact of a monthly users fee for partial funding.

The Committee was asked if they had any comments, corrections or additions to be included in the report. The Committee liked what they heard and did not have any additions. Glen Grant noted that they would include Councilman Tucker's comments regarding the underground drainage on Blaine Street. Approval was given to go ahead and print the final report.

II. Discussion of Truck Route on Wynooski:

Councilman Tucker noted that Fourth Street had been improved by the State in the past because of truck traffic. Wynooski has always been a truck route, even though the residents continue to complain about the trucks. He stated his belief that we need to find some way to improve the street. The trouble with complaints began with the rock crushing plant. These trucks now use Eleventh Street and Dog Ridge Road instead of River and Wynooski.

John Englebrecht said the trucks hauling to and from the paper mill use St. Paul Highway. Only an occasional lost truck will use the Wynooski route.

Councilman Tucker noted that people that have lived on the street a long time are happy with the reduced truck traffic.

Councilman Young stated we should not eliminate it as a truck route. Publishers Paper Company is one of the City's largest employers with many of its employees and visitors using Wynooski Street. The street is a blight and should be fixed up and then maybe a load limit placed on it.

Mr. Warren noted that forcing the garbage trucks to take a longer route would have the effect of increasing garbage rates.

Councilman Tucker noted that the cost would be high to put in curbs and sidewalks. Mr. DiLoreto estimated the repair cost on the street would be about \$200,000.

The Committee recommended that Wynooski be retained as a truck route. Mr. DiLoreto stated he would advise the Traffic Safety Commission of the recommendation.

III. Update on Sewage Treatment Plant:

Mr. Ott reported construction of the treatment plant is moving along. The contractor is about a week behind his schedule. The

contractor, Wildish, is doing a nice job. The composter contractor is presently putting together bonds and insurance. A tour of the projects at present would require rubber boots.

IV. Other Business:

Mr. DiLoreto reported he has been approached by people in the Newall Addition concerning annexation. Septic systems are failing and water lines are not good. The people making the approach are not the owners of the vacant lots.

Councilmen Tucker and Halstead recommended that support for the annexation and a local improvement district be obtained from 100% of the people before proceeding.

Mr. Warren asked whether the Committee would object to an LID if a good majority approved. Committee members responded that they would not object.

Councilman Tucker stated that LID should be considered for black topping of alleys.

Mr. DiLoreto stated the next meeting of the Committee would be in two weeks. He noted he would not be present, but Mr. Thompson would have more pictures to present on the Sewage Treatment Plant progress.

Meeting adjourned at 1:30 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

April 18, 1986

Unicorn's Garden Restaurant
2320 Portland Road
Newberg, Oregon

Members Present: Tommy Tucker, Chairman
Alan Halstead
Quentin Probst
Joe Young

Others Present: Michael Warren, City Manager
Greg DiLoreto, Public Works Director
Bob Thompson, Manager of Wastewater Treatment
Jerry Minor, KCM, Project Engineer
Richard Faus, City Attorney

Preliminary discussion occurred in planning the next meeting. The Committee requested that Dave Wareham of D and K Plumbing be invited to the next meeting so that he could provide some comments on the sewer system. An alley policy discussion was also requested and an invitation to Mr. Champagne, a concerned citizen, will be made. A request for information was made as to what use fill dirt taken from Buckley's Mountainview Park was used for. It was indicated that it was probably used for the George Fox College baseball field fill project.

Bob Thompson indicated that fill dirt from the sewage treatment plant site was being handled by coordinating with the respective contractors on the sewage treatment plant site to reduce costs to the contractors.

It was noted that a review of city dirt hauling policy should be conducted to determine whether enough hauling was being done by the city to justify the purchase of larger hauling equipment.

Mr. DiLoreto brought up preliminary discussions with Yamhill County on the county road levy project which included work on Springbrook Road beginning at 99W and extending south to the Wilsonville Highway. A discussion was conducted regarding the nature of county standards versus city standards including the width of county improvements, the thickness of resurfacing, curb and sidewalk requirements, etc. The Public Works Director indicated that he had done a ballpark estimate showing that, in order to bring one-half of Springbrook Road up to city standards, the City's share in addition to the monies the county would be able to make available through the bond levy was in the area of \$290,000. The possibility of an LID or state participation was discussed and it was indicated that further review and discussions would take place on this issue.

Bob Thompson provided an update with slides of the progress of construction on the sewage treatment plant site. He indicated that construction on the site was approximately 30% complete and that the construction schedule is generally ahead of estimates overall.

At this point consideration of the City Hall Remodel Bids began. Chairman Tucker immediately declared a conflict of interest indicating that he was a bidder as the general contractor on this project, stepped down from his seat as chairman and indicated that he would abstain from participating in deliberations, from voting on this issue, and would leave the room upon conclusion of any questions committee members might have of him as a bidder.

At this point the bid tabulation of the City Hall Remodel Bids, which bids were opened Wednesday, April 16, 1986 at 2:00 p.m., was distributed (copy attached to these minutes). Mr. Tucker explained his bid indicating that general costs included preparation for carpeting, and in allowance for moving of furniture for installation of carpet, indicating that School District policy allowed for the waiver of bid bonds and performance and payment bonds, acknowledged that he was aware that if his bid were accepted and it exceeded \$10,000. that he would be subject to the requirements of the prevailing wage rate laws. At this point Mr. Tucker left the premises entirely prior to discussion and deliberation on the bids. Mr. DiLoreto indicated that the bids included three bids for cabinet work and three bids for general work, including the carpet additive alternate. Mr. DiLoreto indicated that some of the bids received did not include bid bond or prequalification statements. However, it was indicated that the timeliness of receiving a bid bond and the timeliness of receiving prequalification applications had been waived by the City in the past, including waiver on Schedule F of the Sewage Treatment Plant project. Mr. DiLoreto indicated that the low bidder for cabinet work was Mike Redfern at \$8,600 and the low bidder for general contract work with the carpeting additive alternative was Specialty Contracting and Glass at a total of \$11,431.

Mr. DiLoreto indicated that the bidder on the general work and carpet would have the responsibility of coordinating with the cabinet bidder. He further indicated that prevailing wage rates will apply.

It was moved by Joe Young and second by Alan Halstead that the low bid of Specialty Contracting and Glass for the general contracting and carpet additive alternative in the amount of \$11,431 be recommended for acceptance by the Council and that the prequalification and bid bond requirements be waived. Carried unanimously.

The consensus of the Public Works Committee was to delay recommendation on the cabinet bids until a review could be conducted of the bidders work. The committee indicated that this item would again be discussed at the next Public Works Committee meeting on Friday, April 25, 1986.

There was general discussion of the requirements for specifications and "boiler plate" specifications in public contracts. It was the consensus of the Committee that while such extensive specifications were frequently annoying to bidders, the general conditions, special conditions and project descriptions needed to be as specific as possible to protect the interests of the City.

The meeting was adjourned at 1:45 p.m.

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MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 noon Unicorns Garden April 25, 1986

Members Present: Tommy Tucker, Chairman
 Alan Halstead
 Quentin Probst
 Joe Young

Others Present: Elvern Hall, Mayor
 John Poet, Councilmember
 Alan Barnes, Building official
 Greg DiLoreto, Public Works Director
 Bob Thompson, Manager of Wastewater Treatment
 Rick Faus, City Attorney
 Arvilla Page, City Recorder
 Mike Soderquist, KCM
 Gary Ott, KCM
 Pete Champagne, Citizen

Alley Policy.

Mr. Champagne stated he has asked whether he could put up a "Dead End" sign on his end of the alley at 8th-9th, Meridian-College. This is an alley that was considered recently for vacation. There were not enough property owners favoring the vacation and it was denied. Mr. Champagne stated there is a curb on his end of the unimproved alley. There is also a utility pole and a water meter limiting the access. However, the alley is accessible. The other end of the alley has been graveled by Mr. Burnside and he would have no need to use this end of the alley.

Mr. DiLoreto stated a sign wouldn't keep people out, but it might discourage them.

Mr. Faus, City Attorney, noted that the alley is platted the full length. We could put up a sign, but we couldn't mean it. Physically, it is not an alley. Legally, it is an alley. The vacation attempt failed because there was not enough support.

Councilman Young suggested that if the sign did not work, the City could go in and improve the alley and charge the property owners for the improvement.

Councilman Tucker asked whether the City would be liable for any damage to a vehicle caused by the curb and the City Attorney responded that we would be liable.

The Committee reviewed a draft of an Alley Policy they had received with their agenda for this meeting.

Mr. DiLoreto noted that Section 3 (a) gives the option to improve the alley with a local improvement district. Section 3 (b) gives

homeowners the option to make the improvements themselves, if done to City standards.

The Committee discussed whether there is need to have all alleys and streets paved and curbed. Mr. DiLoreto noted that some alleys get as much use as streets. These need to be designed by a registered professional engineer and approved by the City Engineer.

The Committee discussed at length whether the alleys need to be designed by a registered professional engineer and Section 4, Maintenance.

The Committee recommended the Alley Policy, as drafted, to the Council, noting that changes could be made in the future.

Sewage System Comments. Councilman Tucker reported that Mr. Wareham, listed on the agenda, wanted to address the tapping of sewer lines. He believes that if the taps were made right in the past, we would not have to be building a new plant. He stated that Mr. Wareham will attend the next meeting of the Committee.

Sewage Treatment Plant. Mr. DiLoreto reported that the belt filter press proposed does not meet the specifications. Proposals have been rejected two times by KCM because of their determination that they would not do the job needed. The rejection will undoubtedly be challenged to EPA. It will be a technical protest.

Mike Soderquist stated there is limited data on the equipment. It does not work as well as others. It is narrower and required to run faster. There would be potential cost to the City if a protest is upheld by EPA. The contractor could say he was delayed. We must be sure on the process and that EPA not go against the City. Additional presses submitted may also not be satisfactory. The contractor is claiming the smaller belt will do as well as the wider belt. It would cost the contractor for time delay on the protest if the City prevails in a protest.

The Committee recommended that KCM expedite the process to obtain a suitable press.

Springbrook Road Improvement. Mr. DiLoreto stated the question here is whether the road should be improved to City standards when the County is doing this project. Our cost would be about \$290,000. The project would qualify for Federal Aid to Urban Streets (FAUS) funding. One problem is that Wynooski Street would also qualify for FAUS funding and also Elliott Road. He stated we need to set priorities as there is not enough FAUS money to do more than one of these. FAUS requires 6% participation each from the City and State. There is not expected to be any FAUS in the future.

Mr. DiLoreto stated he would be bringing a number of things, such as curb cuts, to the Committee in future meetings. Possible items for future meetings were discussed.

Review of Cabinet Bids for City Hall. Councilman Tucker declared a conflict of interest on this item and turned the Chair over to Councilman Probst. He stated that would, however, wish to speak as a citizen.

The City Attorney stated the possible low bidder may not have enough experience on the type of work involved. The Council can consider disqualification on that basis and also on his lack of equipment.

Councilman Halstead, a cabinet maker, stated he and Mr. DiLoreto had viewed the work done by the possible low bidder. He is more of a handyman, craftsman, fix-up type. His tools were stored elsewhere and he would have to rent facilities and hire people. This would take some time. Councilman Halstead added that he was not a bidder and did not look at the specifications until after the bids were opened.

Mr. Tucker, speaking as a citizen, stated he would be concerned about delivery. Much of the job will have to be done on weekends and a lot of it done on the job site. Various parts of the project will have to be dovetailed.

Mr. DiLoreto stated the next lowest bid is \$1,300 higher. It is from Corey's Custom Cabinets. They were the ones that did the work on the remodeled offices at the Newberg Graphic.

The Committee recommended that, based on the information on ability Corey being the most responsible bidder, the bid be awarded accordingly.

The City Attorney advised that, when action is taken at the Council, input be allowed at the meeting.

Meeting adjourned at 1:35 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

May 9, 1986

Unicorn's Garden Restaurant
2320 Portland Road
Newberg, Oregon

Members Present: Councilman Alan Halstead
Councilman Quentin Probst
Councilman Joe Young

Others Present: Councilman John Poet
Greg DiLoreto, Public Works Director
Bob Thompson, Manager of Wastewater Treatment
Hal Turpen, Manager of Maintenance, P.W.
Garry Ott, K.C.M.
Mike Soderquist, K.C.M.
Dave Wareham, D & K Plumbing
David Bishop, Newberg Police Chief
Marcy Rementerra, Recording Secretary

1. Dave Wareham spoke before the committee

Mr. Wareham stated that he has resided in Newberg for 30 years and that public works pertains to most of his work. He has talked to several council members and public works employees regarding problems with the city's sewer system. He noted that if we don't learn by our mistakes it usually costs somebody money.

When the city built a new sewer plant in the 60's, Mr. Wareham campaigned very hard for it. He said three to four years ago we had an item on the agenda to find out where all the water came from. The city proposed to hire an engineering firm to answer this and Mr. Wareham offered to show then for one-half the money, but an outside consultant was hired anyway.

Part of the problem was fixed, but Mr. Wareham said there is a way to fix the remainder. He noted that we need some updating in the disposal plant.

Many of our present sewer hookups were not installed properly and when the sewer backs up it causes sewage to go into the ground. We are now getting groundwater into the sewer and will continue to do so as long as the joints are made the way they were. He said engineers don't see the same things that he sees over the years of working directly with these problems.

Recommendation for solution:

Knock on doors and ask if resident has a sump pump and find out where their rain water goes - don't hire out of town

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consultants or engineers to do this who would not know where the problem is.

Greg DiLoreto said his department has a listing and know where a good number of the downspouts are in town. Mr. Wareham stated that if there was a trap on them when they smoked them they may not have seen it.

It was further suggested that the city find out where all the sump pumps are and Dave Bishop mentioned that the local plumbers would probably have that information.

Mr. DiLoreto noted that it was essential to get rid of the I & I from the system and that the city has money budgeted to do roof drains. The sewer taps have been done correctly since Hal Turpen has been with the city so the newer ones are not a concern.

Dave Wareham said he will always be upset that the new sewer plant was started as he stated that the present one never reached the capacity it was built for.

The permit on the new plant states we have to meet a 10/10 discharge and the old plant was not built this way as it was not required then. There is no room to expand on the present site - Mr. Thompson said Publisher's did not want to release the parcel of ground that could have been used.

Mr. DiLoreto asked Mr. Wareham if he would be willing to help the city by working with Larry Anderson who is responsible for I & I. He agreed.

Councilman Young stated that a reasonable solution has to be found regarding sump pumps as they are not legal on a sanitary sewer system, but the residents need to be given a reasonable amount of time to correct the problem.

Trees have grown up in the older sections of town and broken lines in two where the old terra cotta system was used.

2. Report on New Sewer Plant (Garry Ott)

The plant is seven months into construction. It is very close to being on schedule (possibly one week behind).

The walls are up on the building and one of the clarifier walls has been poured (it is 16' high and 80' in diameter).

Mr. DiLoreto stated that the committee should have a

meeting there in about a month to view the \$20,000,000 project.

Anyone who wants a tour before that can come down and put on a hard hat and take a look.

City is about ready to sign a contract on the composter but have to get the bond first.

Mr. DiLoreto stated that it was necessary to gear up for another protest hearing. Riley said he would build the press anyway and if a protest was upheld he said he would sell it. E.P.A. supports the rejection of press. K.C.M. feels they have an airtight case.

3. Street Improvements (Springbrook and Wynooski)

County passed a \$10,000,000 bond issue. Mr. DiLoreto passed out maps of the following:

- a. Springbrook Road city limits to 99W
- b. Outlines part we don't have money for
- c. Map and partial assessment
- d. Map of improvements

County is proposing to overlay from Wynooski St to the Hwy 219 cutoff to Publisher's. Greg estimates the cost for this at \$550,000.

Mr. DiLoreto said it should be rebuilt as in 2 to 3 years it would be have to be repaired again. The city is looking at rebuilding a half street for the sewage treatment plant as nothing is left to save. County said they would pay the \$450,000 to rebuild Springbrook and Wynooski outside the city if the City of Newberg would take it over afterwards. Mr. DiLoreto is not in favor of this as it would add 2½ miles of street to our system that is already short of maintenance funds. Councilman Young stated that he agrees with Mr. DiLoreto and said the road to the paper mill is used primarily by Publisher's, P.G.E. and gravel trucks. Springbrook would have to be designed the same as Wynooski as it is a truck route also, and to do a half street improvement on west side would be \$290,000.

Source of funding: \$150,000 in federal aid set aside - would have to form an L.I.D. on Springbrook to complete the project. Could possibly form an L.I.D. on Wynooski also. No one has been approached on forming one yet. Councilman Probst said the city would have a battle with Francis on an L.I.D. on Springbrook as it would really cost him. Mr. DiLoreto said the

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\$119,000 L.I.D. on Springbrook would have to be divided somehow and noted that even the trailer court where Mayor Hall resides would have to pay over \$28,000 even though they have no direct access onto Springbrook. He said perhaps we should form an L.I.D. on both sides of the street. (Will think about this and discuss it at the next meeting.)

4. Meter Reading Survey

It is Mr. DiLoreto's recommendation not to go with an outside agency to read the meters and he will go into more detail on this at the next Public Works Committee meeting.

Adjourned at 1:22 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Unicorn's Garden

May 23, 1986

The following were present:

Alan Halstead, Councilman
Elvern Hall, Mayor
Greg DiLoreto, Director of Public Works
Arvilla Page, City Recorder
Gary Ott, from KCM

A quorum of the Committee was not present. Mr. DiLoreto stated he wished to proceed with the items on the Agenda for those that were present.

Water Meter Reading Survey:

Mr. DiLoreto stated this is a subject on which Councilman Tucker has shown a great deal of interest. He stated he would like to have this issue determined shortly as there is a used scooter to be used for meter reading included in the current budget.

Mr. DiLoreto reported a survey has been done on different methods of water meter reading. To contract with a reading service would cost \$.38 per reading. This would be the reading only and would not include any clean out or repair. They would report when a meter needed service. They would record the readings on a tape recorder which would then be given to the Utility Clerk. Any suspected reading errors would have to be checked. The present cost of meter reading by City personnel is \$.48 per meter with the reading entered into a book. The only savings by having a service do the readings would have to come from laying off someone. Operations manpower has been cut from 11 to 9 men in the past two years. Every man we have is needed. Everyone in Public Works operations reads the meters and it takes one day. We would still need someone like Russ Thomas to do turn ons and turn offs. We would still retain all our employees and if we use a meter reading service, it would cost us an additional \$7,000 per year.

Mr. DiLoreto described another system of meter reading which uses a computerized recorder that is compatible with the IBM equipment used by the Utility Clerk. The system would cost about \$19,000. It consists of 4 reading units. The reading is input and checked while at the meter for any variation in reading. This would save money by eliminating the need for the clerk to check the readings for variations and a man to return to the meter to check the variation.

Mr. DiLoreto stated that Hal Turpen prefers that the operations crew continue the meter readings. It provides valuable input as to the condition of meters and lines on a regular basis.

Schedule E Belt Filter:

Mr. DiLoreto reported we have received an official protest from Envirex and Wildish on the belt filter. KCM has rejected the Envirex belt filter and we will be defending the case on performance and design. Envirex did not protest the specs at the time of the bidding and the specs do allow competition. EPA has heard our side only, but has agreed that KCM is justified in rejecting the Envirex belt filter press. The belt filter press is probably the most critical element to making compost. The narrower belt proposed by Envirex runs faster and would have a shorter life. The question will be whether KCM interpreted the specs correctly when rejecting the Envirex belt filter press.

Update on Sewage Treatment Plant:

The STP project is going very well. The Council at the July Council meeting will meet one-half hour earlier than usual at the STP site for a tour of the project.

Request for Dirt:

Mr. DiLoreto reported a request for City assistance in having excess dirt from the STP project delivered to Jaquith Park was received at the May 20 meeting of the Council. They need the dirt for improvement of a ball field. Bob Thompson introduced the park director to the contractor. The City does not have the equipment or manpower to haul dirt at this time. He described some of the projects the public works crew are presently involved in.

Councilman Halstead stated the City should not do the hauling. If the contractor or someone else will do the hauling, he would have no objection.

Springbrook Road Improvement:

Mr. DiLoreto reported the County has asked the City to accept responsibility for maintenance of Wyooski from Publishers to Hwy. 219 after they make improvements. The City will reject their request as we have no money available for the maintenance. On Springbrook Road, the County will improve to 28 feet which is less than the City standard. The City usually pays the oversize cost. There is not enough money available, even when our FAUS money is used. Should we do an LID on part of it? Do a half street? Do the whole street? Also, Ken Austin is planning a street improvement on Mountainview Drive and the City's policy has been, when there are funds available, to pay for for the extra width..

Mayor Hall stated he will be talking with others next week about loan advances on FAUS. The City would have to guarantee repayment if this funding stops.

Mr. DiLoreto stated he would not want to put ourselves in a position of committing future funds.

Councilman Halstead stated that any widening of Crestview leading to A-Dec would be paid partially by the property owners. A-Dec would pay for the increase required for truck traffic.

Mr. DiLoreto stated that Mr. Austin is opposed to a 44 foot wide street.

Councilman Halstead stated he would like to see Springbrook improved on both sides for the entire width.

Mr. DiLoreto noted that the law (he will check further with the City Attorney) will allow LID's of property owners outside the City limits for street improvements. The price will be high, about \$350,000.

Mayor Hall noted that it would be a shame to do the street improvement without doing water and sewer improvements.

Mr. DiLoreto noted the water could be stubbed out to the East side of the street. The sewer has been rerouted to a location other than Springbrook Road. We will have to do the storm drainage though.

Mayor Hall noted that some property owners will be very opposed. He stated he is scheduled to speak to the residents in Nut Tree Mobile Court soon. He will mention the improvement then. Their rent and the rents in Mountainview Court will have to go up to pay for the improvement.

Mr. DiLoreto stated he would start some preliminary engineering to get some better figures on the cost of the improvement.

Meeting adjourned at 1:15 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Unicorn's Garden

June 13, 1986

Council Members Present: Tommy Tucker, Chairman
Alan Halstead
Quentin Probst
Joe Young

Others Present: Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Bob Thompson, STP Superintendant
Gary Ott, KCM

I. Update on Sewage Treatment Plant Construction:

Mr. Thompson showed slides of the construction. The last trusses on the operations building were placed today. The headworks and the composter building are now under construction. The contractors are ahead of schedule in some areas and behind in others.

Ia. Belt Filter Press Protest.

Mr. DiLoreto reported there had been no appeal of the Council's denial of the protest as of today. However, Ralph Hokendoner of Wildish Building Company stated this morning that an appeal will be filed.

II. Water Meter Reading Survey.

Mr. DiLoreto stated there is a Cushman cart in the 1985-86 budget. A survey of meter reading costs has been conducted before proceeding on the purchase. The present cost of reading each meter is \$.48. The 1982 cost of reading each meter was \$1.04. A meter reading service would read each meter for \$.38 and would cost approximately \$7,700 per year. However, there are several disadvantages. We could not lay off any personnel. We would still have to take care of the meters; doing repair, replacement and cleaning. Also, the men would lose familiarity with the locations.

Councilman Tucker stated he would rather that the City purchased a Honda as we have a local Honda dealer.

Mr. DiLoreto responded that we need a cab and that we have found a used Cushman at a good price. Also, a utility box and speed are a consideration.

Mr. DiLoreto continued that he would recommend computers terminal for input of the readings in the field. He described the advantages they would have over the voice recording proposed by a reading service. He stated a complete system would cost about \$19,000 and would save about \$2,800 per year on the elimination of second readings and input of readings by the utility clerk. He added that we are reading as fast as possible now and equipment is the only way to make it more efficient.

Councilman Tucker suggested that a second vehicle, such as the Honda might be a good addition to the Public Works equipment and a good investment.

III. Springbrook Road Update.

Mr. DiLoreto reported that he is doing the preliminary engineering report. It will take another couple of weeks to come up with the final figures. The City will need to match 6% of the FAUS money.

IV. Villa Extension.

Councilman Tucker asked if anything could be done about the extra rocks and dirt being left for long periods of time on neighboring business property. He also asked whether the City could work out something with the contractors on the patch work to get it done quicker.

Mr. DiLoreto said he would talk with the State on these questions.

Next meeting to be June 27 in the Council Chambers.

Meeting adjourned at 1:10 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE
Thursday, 12:00 Noon Council Chambers June 26, 1986

Members Present: Quentin Probst
 Joe Young

Others Present: Elvern Hall, Mayor
 Mike Warren, City Manager
 Greg DiLoreto, Public Works Director
 Arvilla Page, City Recorder
 Gary Ott, KCM
 Bob Thompson, STP Superintendent(at 12:30)

There was no quorum of the Committee, but the agenda was followed for those that were present.

I. Update on Sewage Treatment Plant Construction.

Mr. Ott reported the oxidation ditch is now started. Schedule E is now well underway on all phases. The contractor is about two weeks behind schedule. He believes that he will be able to make up the time.

Mr. DiLoreto reported that an appeal has been filed with EPA on the belt filter press. The City will recommend that no hearing be held.

Mr. Warren announced the date of the tour of the Sewage Treatment Plant Construction will be July 22 at 7:00 p.m.

II. Springbrook Road.

Mr. DiLoreto indicated the scope of the project on an aerial map of the area. Radii will be required at 99W and at Second Street. Street lights, storm drains will also be required and possibly sidewalks. The total estimated cost of the project will be \$740,800. Financing will have to come from several sources. The County will pay part. FAUS funds could be used and the balance could be a local improvement district. Mr. DiLoreto indicated the cost for each of the property owners if just the FAUS funds and an LID were used.

Councilman Young stated it would be inequitable for the property owners to build a street for trucks to get to the paper mill.

Those present discussed various options for financing. Mr. Warren stated his concern that this might be another project advertised to the people as a 'Cadillac'. He asked whether we should do this street project now. Councilman Young suggested that we contact the property owners with that question.

Meeting adjourned at 1:15 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Velvet Carriage

July 11, 1986

Members Present: Alan Halstead
Joe Young

Others Present: Elvern Hall, Mayor
Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Bob Thompson, STP Superintendent
Jerry Minor, KCM Project Engineer

There was no quorum of the Committee, but the agenda was followed for those that were present.

I. Update on Sewage Treatment Plant Construction.

Mr. Minor reported that construction is fairly close to the schedule. He described the status of many different parts of the project.

Mr. DiLoreto noted that the composter part is delayed as the design is around the equipment which has not yet been finally determined.

Mr. DiLoreto reported that on the belt filter press protest the City has until July 25 to respond to the appeal. Envirex will then have an opportunity to respond. A final decision from EPA should come about the middle of September. He added that EPA could have rejected the appeal based on timeliness when the appeal was late because it was sent to the wrong address. EPA chose to not reject on those grounds and that will be a benefit to the City. A rejection by EPA of the appeal might have resulted in court action which would have caused a long delay.

II. Springbrook Road Project.

Mr. DiLoreto reported Yamhill County was planning to use their FAS money for the Wyooski improvement but have found they cannot because the road is inside the Newberg Urban Growth Boundary. Other options for funding are being investigated. The Wyooski and Springbrook projects have now been delayed for a year. This will give the City an opportunity to also look for other sources of funding and to apply for grants.

III. Bids on Water Pipe for 99W Water Line Project.

Mr. DiLoreto reported only two (2) bids were received. Others chose not to bid as they would have been obtaining their pipe from Pacific States Cast Iron Pipe Company. The bids were: United States Pipe & Foundry at \$32,434.74 and Pacific States Cast Iron Pipe at \$32,145.41.

Mr. DiLoreto said he needs to take the pipe bid to the Council at their meeting on July 21 and the project bids to the Council on August 4. The project is to replace 3,000 feet of old (1923) 10 inch water line from Otis Springs with a new 10 inch water line. A larger line is not needed according to the Water Master Plan.

IV. Other Business.

Oil Spill: Mayor Hall suggested that a letter of appreciation be sent to those that assisted in the cleanup of the spill. Mr. DiLoreto stated that the departments are now actively working on the emergency management plan. This emergency was handled very well by all involved. The Fire Department needs to carry rubber mats to carry on the trucks and throw on the catch basins in this type emergency. Public Works will be sending a bill of \$1,400 for their services. The Police Department will be billing \$800.

Pavement Management Plan: Mr. DiLoreto reported that Roger Pyles has been working on this and it is nearly complete.

Sidewalk at 99W and St. Paul Hwy. Junction, North Side: Mr. DiLoreto said Mr. Medici will be at the next Public Works Committee meeting to ask for variance from the ordinance requiring the sidewalk. The right of way for the highway is odd at that location. Councilman Young described some of the problems he has had as a builder locating property lines and right of ways.

Gas Tax Money: Mr. DiLoreto reported the State, counties and cities have been meeting to determine how to split the gas tax monies.

Councilman Young and Councilman Halstead stated they would recommend the Council accept the bid of Pacific States Cast Iron Pipe. This is not an official recommendation of the Committee as no quorum is present.

Meeting adjourned at 1:00 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Thursday, 12:00 Noon Council Chambers July 24, 1986

The meeting was called to order by Chairman Tucker.

Present: Tommy Tucker
 Alan Halstead
 Quentin Probst
 Joe Young

Others Present: Mike Warren, City Manager
 Greg DiLoreto, Public Works Director
 Arvilla Page, City Recorder
 Gary Ott, KCM

Approval of Bids, Highway 99W Waterline.

Mr. DiLoreto distributed the tabulation of the bids that were opened at 2:00 p.m. on July 23, 1986. Seven bids were received. Mr. DiLoreto noted that he had estimated the project at \$75,000. The highest bid received was \$49,091.06. He added that one bidder was rejected for lack of experience with water lines and also in doing work for a municipality.

The Committee unanimously recommended that the Council accept the bid of the lowest bidder, Greensun's Inc. of Springfield, Oregon at \$35,953.00.

Update on Sewage Treatment Plant.

Mr. Ott reported the contractor is about 3 weeks behind schedule. He may be able to make that up before the end of the contract. Mr. DiLoreto reported that he plans to meet with the contractor today to discuss the construction schedule.

Mr. Ott reported that the composter is not yet started other than some site preparation. This is a month behind schedule.

Mr. Ott reported that KCM has written the technical response to the Belt Filter Press protest and it was submitted to EPA on Monday. Mr. DiLoreto reported the City sent its letter objecting to the protest by Federal Express today. The City will have the last word at the end of the protest procedure.

Hospital Parking Lot (not on agenda).

Mr. DiLoreto reported that City staff has done the design work for the parking lots at the hospital. Bids were opened this Tuesday for the employee parking lot with the low bidder being Rowell & Wickersham. Other parking lot work will be done later.

State Highway Road Conditions (not on agenda).

Councilman Tucker stated he has talked with people from other cities and they retain the right to inspect work on State highway projects. The Villa intersection is not being done correctly.

Mr. DiLoreto noted that the Villa project is a good example of the need to keep the time frame on projects to the minimum needed.

Councilman Tucker pointed out that the road is getting dangerous at First and River because of the ruts made by trucks braking on the slope. We need to have a meeting with the State people on the condition of the State highway at this and other locations.

The Committee agreed that a meeting needs to be set up with the State Highway Department.

Sidewalk Requirement - Tax Lot 3220 BA 500, Hal Medici.

Mr. Medici, expected to be present, had not yet arrived. After some discussion it was determined that he had not been advised of the location of the meeting.

The Committee discussed the requirement for Mr. Medici to install sidewalk along the front of his property at length. It was the consensus of the Committee that Mr. Medici's situation is no different than any other property owner's. Mr. DiLoreto noted that the sidewalk would be placed an average of 14 feet outside the property line at this location. McDonald's sidewalk is 15 feet outside the property line.

Mr. DiLoreto noted that special legislation would be necessary to allow Mr. Medici to not construct the sidewalk. Councilman Probst noted that Mr. Medici was present when the ordinance requiring sidewalks was enacted and he protested at that time.

The Committee then discussed the need for concrete sidewalks at other locations. The present asphalt walkway across the Hess Creek fill was discussed at length. Mr. DiLoreto noted that we have a plan for this sidewalk that would cost about \$50,000.

Mr. Warren stated that he needs to have a priority list for requiring that concrete sidewalks be installed and that the Council needs to back him up on enforcement of the ordinance.

It was the consensus of the Committee that the fill area should be the first goal and then work out from the downtown area requiring that concrete sidewalks be installed by the property owners. Also, the City should try to get the State to share in the cost of the sidewalk at the fill.

Review of Water Master Plan.

Copies of the Water Master Plan were given to the Committee members for review with the plan to review it in detail at the next meeting.

The question was raised about whether consideration has been given to Otis Springs as a reservoir site. Mr. Ott stated that the computer check by KCM indicates that the present reservoir site would be a better location for the next reservoir because of the 18 inch line. Otis Springs would be the second choice site. Mayor Hall asked what would happen if something happens to the 18 inch line to the reservoirs. Mr. Ott responded that we would have a problem, but the water plant would still pump for most of our needs.

Councilman Tucker asked whether the City is considering the water source for the Springbrook Water District in its future plans. They may have a very good water source and will probably be annexed eventually. We may want to consider a trade off and use it as a reservoir site.

Next Meeting. Mr. DiLoreto stated he will schedule sidewalks and the Water Master Plan for the next meeting.

Meeting adjourned at 1:15 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Council Chambers

August 8, 1986

Members Present: Tommy Tucker, Chairman
Alan Halstead
Quentin Probst
Joe Young

Others Present: Elvern Hall, Mayor
Mike Warren, City Manager
Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Dave Bishop, Chief of Police
Hal Medici, Hwy. 99W Property Owner
John Gunter, Dept. of Transportation
Jerry Erickson, Dept. of Transportation
Gary Ott, Kramer, Chin & Mayo
Mike Soderquist, KCM (at 12:45 p.m.)

I. Sidewalk Requirement Tax Lot 3220 BA 500, Hal Medici.

Mr. DiLoreto gave a review of the negotiations with Mr. Medici on the requirement for a sidewalk. Mr. DiLoreto indicated that in April 1984 the City Attorney issued a memorandum to him indicating that the frontage in question on Mr. Medici's property on Hwy. 99W was highway right-of-way, and that according to City Ordinance No. 929 a sidewalk was required. In January 1986, the City Attorney reviewed it again, having examined the deed for the right-of-way in front of Mr. Medici's building, and again indicated that the sidewalk was required.

Mr. DiLoreto then cited Ordinance No. 929 which requires the sidewalk. He indicated that there had been some concern regarding the apartments to the west of Mr. Medici's building, however Mr. DiLoreto's review found that while we have ordinances requiring sidewalks since the 1920's, it was not until 1977 that our present ordinance required sidewalks with the issuance of a building permit. The apartments along the fill area were constructed in 1970 prior to this ordinance, and previously it was up to the City Engineer to make sure sidewalks were installed. Mr. DiLoreto went on to say that Ordinance No. 919 requires sidewalks concurrent with the issuance of a building permit for the construction of a building for residential use, or business structures, or an addition to a dwelling or a business structure, the value of which is \$5,000 or more except as the City Engineer may require on building permits of lesser value in accordance with Section, the owner, builder or contractor to whom the building permit is issued shall meet the following requirements.

1. Construct a sidewalk within the dedicated right-of-way for the full frontage in which a sidewalk in good repair does not exist.

Mr. DiLoreto went on to state that the Council was concerned about Hwy. 99W as a special case, so in 1982 it enacted Section 30 of Ordinance No. 929 which deals with construction of sidewalks along Hwy. 99W. That ordinance states,

"It is hereby made the duty of the property owners along Hwy. 99W between River St. and Vittoria Way to:

1. Construct Portland cement concrete sidewalks adjacent to their property with all building and or site improvements which require a City building permit or planning action regardless of value."

Mr. DiLoreto went on to discuss the findings of the City Attorney with respect to the word adjacent. Mr. DiLoreto indicated that the City Attorney's research had proven that the word adjacent was defined by the Oregon State Supreme Court in the Kampstra vs. Salem Heights Water District. "The term adjacent is a relative one and has been held under other property assessment statutes to include non-abutting property which lies sufficiently near the subject improvement to be benefited."

The City Attorney states Mr. Medici's development is served by and benefited by Hwy. 99W as well as the sidewalks on it. The City Attorney goes on to cite an opinion of the Attorney General of the State of Oregon indicating that the common meaning of the word adjacent is lying near; close; contiguous; neighboring. Objects are adjacent that lie close to each other but not necessarily in actual contact; as adjacent fields, villages, and etc.

Mr. DiLoreto then went on to discuss the right-of-way in question indicating that there is 24.5 feet at the westerly end of Mr. Medici's property, and 5.3 feet at the easterly end of Mr. Medici's property. Mr. DiLoreto stated that in subdivisions, the distance from the face of the curb to the property line is 13 to 14.4 feet away.

Mr. Medici stated he felt the City Attorney had made an arbitrary definition of adjacent'. Mr. DiLoreto responded that the definition he read was not the City Attorney's, but rather the Oregon State Supreme Court's definition. Mr. Medici went on to say that other properties abut the highway; his does not. The original property extended out into Hwy. 99W and was sold to the State. The Neighboring property to the West would be 24' to 60' from the property line to the highway. Also, the City has always maintained this property by mowing and removing weeds. The State has used it as a land fill site. There is also a question of liability. He stated he did not believe he could be held liable for incidents on this property.

Councilman Probst asked Mr. Medici why he had signed the agreement with the City. Mr. Medici responded that he would not have been able to occupy the building without the agreement. Mr. DiLoreto noted that Mr. Medici requested temporary occupancy and the City attempted to accommodate him.

Councilman Young asked whether he uses the property and Mr. Medici responded that he did not.

Councilman Halstead noted that Mr. Medici is only being asked to move the sidewalk out instead of building it along the property line.

Councilman Tucker noted that others have built sidewalks under similar circumstances. In order for the Committee to recommend against the City Attorney, they will need to have solid facts.

John Gunter, DOT, noted that if a city has an ordinance requiring a sidewalk, it makes no difference if it is placed adjacent to the property line. All sidewalks are placed in the public right of way. The City's argument is valid.

Mr. DiLoreto said that Mr. Medici can either put in the sidewalk or the City will post it. After 90 days, the City will install the sidewalk and place a lien on the property.

Mr. Medici asked that he be given the cost for the City to put in the sidewalk. He then left the meeting.

Councilman Tucker recommended that the cost for the City to do the work not be given for awhile.

Motion: Halstead-Young to require that the sidewalk be installed. Carried unanimously.

Councilman Halstead recommended the City post the property. Councilman Young recommended that the Public Works Director consult with the City Attorney and take what ever steps were necessary.

II. Discussion of L.I.D. Policy.

Mr. DiLoreto noted that this Committee has discussed an L.I.D. for Springbrook Road. Other people are coming to him requesting L.I.D.s for street improvements. He noted there were advantages and disadvantages to L.I.D.s. The question he has of the Committee is what would it take for the Council to approve an L.I.D.

In response as to whether the City has ever had to foreclose on L.I.D.s, the City Recorder reported there were a number of foreclosures in the 1930's. More recently, collection has been good on L.I.D.s in residential areas and very poor on development properties.

Mr. DiLoreto reported that one of the L.I.D. requests is for the Fifth Street area that has made the request before. It would include all the gravel area in the West Fifth area. He noted the staff would have time to do only about two projects each year.

Councilman Young noted that we need to look at each project to see whether it is justified and economical.

It was the consensus of the Committee that they would want to judge each project when it is submitted.

III. Review of Pavement Management Plan. (Postponed)

IV. Question and Answer with ODOT Representatives.

John Gunter and Jerry Erickson of ODOT were introduced. Mr. Gunter is the District Maintenance Supervisor for District 3.

Mr. Gunter stated the question is "Why are the roads so horrible"? He answered the question by noting that he has about 1,500 lane miles of road to maintain with a budget of about one million dollars. The goal is to spend the money they have as wisely as possible. They will try to work with the City in doing this. He added that he thought there was nothing wrong with the Villa Road project.

Councilman Tucker noted that most people think the highway through Newberg belongs to the City. They are frustrated with the condition of the highway.

Mr. Gunter stated they do have some preservation money. All the roads in the district are rated. Some with a rating of 4 and 5 cannot be restored. He stated that he hoped that by mid September the money would be available to work on First Street. They will grind and recycle 6 to 12 feet from the curb. There has been a lot of pavement stress in the slow traffic lanes. It will be inconvenient for the people for awhile.

On the fill area, the state has some concrete traffic barriers that are salvage. They cannot be used on Federal highways, but there may be a use for them in the fill instead of building a retaining wall.

Mr. DiLoreto displayed the landscaping plan for the fill area.

Mr. Gunter stated he would recommend holding the sidewalk on solid ground. He stated the State would help with grading, machinery, etc. He suggested that a local group, such as a garden club, might be willing to be responsible for maintenance.

Mr. Warren reported a committee is being formed to consider improvements on public lands. We could have them look at the maintenance for this.

Councilman Young asked what could be done about the highway drainage problem along the fill area. Mr. Gunter responded that when the grinding is done they will look at the profile. He added that with the State and City working together there will be money saved.

V. Update on Sewage Treatment Plant.

Mr. Ott reported that the principal contract, Schedule A, is 50% complete. It is 17 to 20 days behind schedule. The contractor anticipates completing the project 2 months ahead of schedule.

Mr. DiLoreto reported he is putting together a letter on the protest, the final word, to be at EPA on August 15. He stated he feels very positive.

VI. Wynooski Street - Truck Route.

Chief Bishop reported the Traffic Safety Commission recommended the truck route on Wynooski be abolished. The Public Safety Committee, with no quorum, recommended that it be taken to the Council for a public hearing.

Chief Bishop noted that the safety of the street has changed over the past few years. The Police Department studied the traffic on the street over a 2 week period for about 2 hours per day. Marked and unmarked cars were used. 759 vehicles were counted during that time with 40% being trucks. Speed was not a problem. It appears the traffic is moving faster because of the narrowness of the street. Parts of Wynooski are only 17' wide. The State specifies truck routes should be 24' with shoulders to 36'. The distance to the transfer station via Wynooski Street and via Hwy. 219 was measured. It is only 3/10 mi. further to go by Hwy. 219. Property owners on Wynooski have signed a petition requesting that this truck route be abolished.

A video tape of traffic on Wynooski was shown to the Committee.

Motion: Young-Halstead that a public hearing be held before the Council on the question of abolishing the truck route on Wynooski Street. Carried unanimously.

Meeting adjourned at 2:00 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Thursday, 12:00 Noon Unicorns Garden August 21, 1986

The meeting was called to order by Chairman Tommy Tucker.

Members Present: Alan Halstead
 Quentin Probst
 Tommy Tucker
 Joe Young

Others Present: John Poet, Councilmember
 Greg DiLoreto, Public Works Director
 Roger Pyles, Engineering Technician
 Terry Mahr, Interim City Attorney
 Arvilla Page, City Recorder
 Mike Soderquist, Kramer, Chin & Mayo

The Agenda was covered out of order.

II. Update on Sidewalk in Fill Area. Mr. DiLoreto reported the distance has been measured from the curb to where it breaks away. It is almost 9 feet wide. The light posts are set 3 feet 9 inches in from the curb. He has three suggested plans as follows: 1. Flowers at the curb, then sidewalk, then trees. 2. A wide sidewalk with flowers. 3. Build with a retaining wall.

Councilman Young stated we need to walk this with all parties concerned present. We need to have some plants to block spray from the roadway.

Mr. DiLoreto suggested that the next meeting of the Committee, on September 12, be a picnic in Hoover Park (unless it rains).

Councilman Tucker suggested we invite Jerry Erickson, the local state highway representative, to the meeting so they will know what we are doing.

It was the consensus of the Committee to hold the next meeting in Hoover Park and invite Mr. Erickson.

III. Update on Sewage Treatment Plant. Mr. Soderquist reported the contractor is now doing more work. The protest is at EPA. He stated he would try to find out the status of the protest.

I. Pavement Management Plan. Mr. DiLoreto stated that Roger Pyles in the Engineering Department has used the computer to develop a pavement management plan. This took longer than if we had gone out to have it done, but it has saved us 30 to 40 thousand dollars.

Mr. Pyles went over the methodology of the plan. He stated he walked the areas surveyed on the South side of town. Still to be surveyed is the North side of town. He then described the

different maintenance classifications and the value of each type. The report covers just 13 miles or 1/3 of our streets. The total cost for implementing the maintenance and repair on just this part would be approximately \$600,000.

Mr. DiLoreto noted that \$1 spent on slurry seal will save \$4 on overlay later. The slurry seal will last six or seven years. Any cracks in the pavement should be repaired before the seal is put on. We need to get started on a program, although it is too late to start this year. There will be about \$375,000 available and he suggested that one-third be spent on the South side and one-third on the North side with a slurry sealing program. We can then attack the overlay problem. We may get some additional money from the state to be used for street repairs. The pavement management program will let us know when we will need to seal again.

Mr. Pyles described the crack repair and slurry seal program being done by Springfield, Oregon. There are only three contractors in the northwest doing slurry sealing. The specs will need to be very tight to ensure we get a first class job. The slurry seal done on the streets previously was not a good one.

Councilman Probst noted that we need to look at the other side of town and the major arterials first.

Mr. DiLoreto stated that we would be looking at the major arterials yearly and the residential streets every three or four years.

It was the consensus of the Committee to accept the plan and get started as soon as possible.

IV: Other Business.

Mr. DiLoreto reported that Mr. Medici has asked for another meeting with the Committee on the sidewalk requirement. The ordinance is quite clear and he has signed an agreement. Mr. Medici would like to challenge the requirement now on the basis that sidewalks were not installed at the Springbrook Shopping Center or along Hwy. 99W at the Springmeadow Subdivision. If Mr. Medici is not given another hearing before the Committee, he will probably take it to the Council.

Mr. Mahr, City Attorney, stated that Mr. Medici should not have signed the agreement if he did not want to sign it. The installation of the sidewalk and the landscaping are in the agreement. The agreement was for a period of six months which has now passed. It is time now to enforce the agreement.

Mr. Mahr continued that Mr. Medici has stated that he signed the agreement under duress. He gave the definition of duress and stated that it was his opinion that it was not duress.

Mr. Mahr stated he would recommend enforcement of the agreement, but with caution to prevent forcing a business out onto the street.

Mr. DiLoreto stated that Mr. Medici is now arguing from a different position.

Mr. Mahr stated that a different position is not the point. He could continue to find different positions to argue from. The enforcement should be made.

Mr. Mahr stated the enforcement procedure would be a letter providing for one week to post the money or submit a signed contract with a contractor to do the work. The landscaping should be done immediately, dependent upon some weather factors.

It was the consensus of the Committee that there be no additional meeting on the question before the Committee.

Councilman Tucker noted that on the next appeal before this Committee, we need to tighten up the proceedings.

Mr. Pyles reported he has contacted two cement contractors for quotes on the project. He stated he had not heard back from them but should by next Monday.

Meeting adjourned at 1:10 p.m.

AP

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 noon

September 19, 1986

City Council Chambers

Members Present: Quentin Probst
Tommy Tucker
Alan Halstead
Joe Young

Other Present: Mike Warren, City Manager
Greg DiLoreto, Public Works Director
Sharon Hatfield
Dee Donaldson
Rich Nilles
Ronita Siefken, Public Works Secretary

Beautification of Fill Area

Mr. DiLoreto opened the meeting. He welcomed the citizens who had come, and stated that representatives from the State Highway Department had been invited but were unable to attend.

Mr. DiLoreto then presented some background information on the fill area and showed drawings of a previous plan that had been drawn up, but that proved to be too expensive to implement. He said that part of the area had been improved which is the corner with the flagpole. John Raineri, from the Engineering Department, went out to the site to determine how much area there is to work with, and what might be done that would be less expensive than the original plan. Mr. Raineri suggested a 3'9" planting area behind the curb, existing street lights, a 5' sidewalk, and trees planted behind the sidewalk on the slope.

Joe Young stated that he felt some kind of barrier between the street and the sidewalk would give pedestrians a greater feeling of security against the traffic.

Mr. DiLoreto asked if there was any one who could help with the landscape design. Mr. Tucker stated that there was a local person who has a large plant stock that may be willing to give us some expert advice.

Mr. Probst said he would like to see the landscape plan devised so that will remain attractive year round, and not just during the summer.

Mr. Tucker said that a berm may work well for that area between the street and the sidewalk.

Public Works Committee
Septebmer 19, 1986
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Mr. Nilles agreed that a berm could be attractive, and may also be a better growing medium than the existing soil which may still harbor herbicides that were used liberally to control weeds. He suggested that we test the area with some oat seed to see if the soil will support plants.

Mr. Halstead suggested that a railing on the back of the sidewalk may be needed. Mr. Tucker stated that the State Highway Department has some barriers that would make a good retaining wall, and also that paver blocks would look good and not be disrupted too much if the fill settled. Mr. Young referred back to the berm idea, saying that it would help to keep water from splashing pedestrians and act as a barrier between the traffic and the sidewalk.

Discussion continued on the type of plants that could be used. Ms. Donaldson said that planter boxes could also be installed. It was felt that if this area was improved for pedestrians that it would capture some of the pedestrian traffic from the other side of the highway where the fill angle is too steep to allow for landscaping, with the exception of some trees which could grow up out of the bank.

Mr. Warren wondered where the funding would come from for this project. Mr. DiLoreto said that the State may contribute grading and labor. Mr. Warren said that we will need to get the design finalized, and then perhaps the State will be willing to participate in the project.

The meeting then moved to the fill site.

The next meeting of the Public Works Committee will be on Thursday, September 25, 1986.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 noon Council Chambers October 10, 1986

The meeting was called to order by Chairman Tucker:

Members Present: Tommy Tucker, Alan Halstead, Quentin Probst, Joe Young.

Others Present: Elvern Hall, Mayor
Greg DiLoreto, Public Works Director
Arvilla Page, City Recorder
Mike Soderquist, KCM
Jerry Minor, KCM Project Engineer
One Resident from Hancock Street concerned about plans for the fill area.

Beautification of fill area along 99W.

Mr. DiLoreto noted that we will be spending the least amount we can get by with. The project will be done as much as possible with volunteers and donations. There is some concern about environment and habitat. This has been designated as part of a bike way. However, it is too dangerous at present for bikes. We may be able to some grant money for bike ways for that reason. Mr. DiLoreto showed rough drawings of the changes planned. He stated the log is an illegal sign according to the State. It is a difficult area to work around as any fill there would kill some trees. Councilman Tucker suggested the trees could be protected with coffer dams. Mr. DiLoreto noted that another consideration will be the installation of a sewer line serving Center Street. The installation will be coordinated with this project.

Update on Sewage Treatment Plant.

Mr. Minor reported that the General Contractor is on schedule. The STP about 60% complete, and 45 days behind on critical path (allowed). There is a lot of activity right now with roofers, masons, brick layers, and miscellaneous metal fabricaters all working. Schedule F, the composter building, is a little ahead of schedule. Also Schedule E. is except for the electrical contractor where there are problems. The electrical sub-contractor has requested over 200 design clarifications and a number of change orders. He has stated he will sue on the cost of the change orders. Mr. DiLoreto stated the City will go to court, rather than arbitration where we would get just 50%. Negotiations on payment for the change orders have broken down.

Mr. DiLoreto reported that we have not received the official letter yet, but EPA has found in the City's favor on the belt filter press appeal.

Mr. Minor reported that Schedule B, the 8th Street force main is two to three weeks ahead of schedule

Mr. DiLoreto reported the 99W water line is less than a week from completion.

The value engineering conducted on the STP was discussed. The STP was planned using life cycle cost as opposed to least initial cost.

Fees for reproducing aerial photos.

Mr. DiLoreto proposed that fees of \$25 per sheet be changed for copies. He had conducted a survey of charges made by other cities and this would be similar to fees charged by other Oregon cities. Some cities charge over \$100 per sheet. He noted that it would not be a cost to serve charge, but what he thought the traffic would bear.

The Committee discussed this item in some detail and asked that samples of the map and some estimated costs be brought to the next meeting of the Committee.

Lease of property on Villa Road.

Mr. DiLoreto stated the property owner on the Southeast corner of Villa and 99W has asked the City to allow him to landscape the small area still owned by the City since the Villa extension was completed. Mr. DiLoreto stated he would propose a 99 year lease. Mr. Ritchie is concerned that the City would decide to use the property after he has paid the cost of landscaping.

Councilman Young stated he would be opposed to such a long term lease. After further discussion, Mr. DiLoreto was asked to have the City Attorney draw up a lease for a shorter time period for Mr. Ritchie and the Committee to review.

First Christian Church half street improvement.

Mr. DiLoreto stated the Church had signed an agreement to do the improvement by a certain date, but did not fulfill the agreement. An extension was given. He stated that the City designed the street and the Church is prepared to do the work. However, he questions whether we really want this half street at this time. There is no other such road improvement in the area. He stated he would recommend a new agreement that the Church would complete the half street whenever there was development on adjacent properties.

The Committee concurred in the recommendation and stated that it should be recorded for future reference.

Other.

Councilman Tucker reported broken sidewalk on Main Street at Sartron. Mr. DiLoreto stated he would have to proceed to effect repairs since he has been notified of a hazardous condition.

Meeting adjourned at 1:10 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Unicorn's Garden

October 24, 1986

Members Present: Alan Halstead Tommy Tucker, Chair
 Quentin Probst Joe Young

Others Present: Elvern Hall, Mayor
 Greg DiLoreto, Public Works Director
 Arvilla Page, City Recorder
 Bob Thompson, STP Superintendent
 Doug Richmond, Asst. Finance Director
 Ed Sigurdson, KCM
 Mike Soderquist, KCM
 Gary Ott, KCM

I. Fees for Aerial Photos.

Mr. DiLoreto reported that he did not yet have all the information gathered on this and stated he would bring it to the next meeting of the Committee.

II. Lease for Stu Richie.

Mr. DiLoreto distributed copies of a proposed lease (Exhibit I) for the City owned piece of land on the southeast corner of Hwy. 99W and Villa Road. The term of the proposed lease has been reduced to 25 years.

Councilman Tucker stated that he and Councilman Young had been discussing this matter and would like to propose that the City consider giving Mr. Richie this small piece in exchange for sidewalk improvements on Hwy. 99W.

Mr. DiLoreto stated that he wouldn't object to that and would discuss it with the City Attorney.

Councilman Young noted that we also need to contact N.W. Natural Gas regarding changing the location of their blow off valve that is now located in the sidewalk area.

Mr. DiLoreto noted that the 45 days is almost up on the sidewalk required from Harold Medici just West from the Villa and 99W intersection. The City will proceed with this matter.

III. Sewage Treatment Plant Update.

Mr. Thompson presented slides showing the progress of the construction.

Mr. Ott reported the contract is about 60% complete. The contractor is about one month behind his schedule, but about a month ahead of the completion date in July or August, 1987.

Mr. DiLoreto reported he has been having meetings with Wildish and Envirex on the press. Envirex has presented a larger press that is close to the specifications but still has some problems. It is a special design for the

project. They are trying to avoid going to their larger press. Wildish can look at presses by another manufacturer.

IV. Contract Revision, KCM.

V. Continuity of Mike Soderquist on Sewage Treatment Plant Project.

Ed Sigurdson reported that Mike Soderquist is leaving as the KCM Oregon Manager. KCM would not like to have him get away from the STP project at this point in the construction. He will be joining a consulting engineer partnership. The extra cost to keep him on the project would be about \$10,000. He would himself become the project manager with Mike spending time, but still continuing. Gary Ott would continue as project leader.

Mike Soderquist stated there have been extra costs to KCM, mostly to cover the costs of the protests. Other extra costs have been additional costs for soil analysis and a number of changes in the second contract. A detailed cost analysis has been prepared by Doug Richmond, Asst. Finance Director. The documentation needs to be extensive to maximize grant eligibility. KCM arrived at a figure of \$205,000 plus. Mr. Richmond, with more extensive detail arrived at almost \$198,000. The difference between the two figures is partially caused by a time lag on the data gathered.

The Committee discussed the extra costs and the need to have continuity in supervision of the project.

The Committee recommended approval to the Council of the extra cost.

Mr. DiLoreto stated he felt the City has been getting its monies worth with over 1.5 million saved on the STP project.

Councilman Tucker noted that we need to be very careful to document paying the additional funds.

Meeting adjourned at 1:10 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Council Chambers

November 14, 1986

The meeting was called to order by Chairman Tommy Tucker.

Members Present: Quentin Probst
 Tommy Tucker
 Joe Young

Staff Present: Mike Warren, City Manager
 Greg DiLoreto, Public Works Director
 Arvilla Page, City Recorder
 Doug Richmond, Asst. Finance Director
 Ronita Siefken, Public Works Secretary

Others Present: Elvern Hall, Mayor
 Ed Sigurdson, KCM
 Gary Ott, KCM
 Mike Soderquist from Murray, Smith & Associates
 Consulting Engineer on STP

Those present discussed the fill area and ways to make progress on it. Councilman Young stated that he did not have the time to oversee the project. Mr. DiLoreto stated that he does not have the time. He has delegated John Raineri to work with the State Highway Dept. He stated that he is recommending that the area be 14 feet wide. This would be 6 feet of low shrubs, 6 feet of walk way, and 2 feet on the back side. This would require filling of the area to make it level. Mr. Warren questioned who would be responsible for maintenance. Mr. DiLoreto stated that the City does not have the tools or equipment for maintenance and suggested this should be the job of the park district.

It was the concurrence of the Committee that Sharon Hatfield be contacted, given an update on the project, asked to take the lead in completing the project and ask that she approach the Park District regarding maintenance. Also, Mrs. Hatfield and the Park & Recreation Superintendent should be invited to the next Public Works Committee meeting December 5, 1986.

Agenda #I. Update on Sewage Treatment Plant.

Mr. Ott reported the status at 60% of completion. Most of the earth work is now done. The contractor continues to be 30 to 40 days behind schedule. They have not lost anymore time on the schedule.

Councilman Tucker, who has visited the project recently, stated he is concerned about the way the roof is being installed. They are bending the material by hand instead of in a break. The concrete work, however, is very good. Mr. Ott stated that the roof is being done according to the manufacturers specifications. This could be looked at later.

Mr. Ott stated the composter is at 50%. They are still anticipating testing next March.

Mr. DiLoreto reported the belt press situation is still unsettled. Mr. Ott noted that the press when ready will be installed through a sky light in the roof.

Mr. Warren reported that he and KCM met to discuss the Tigard Electric situation and a more aggressive plan will be undertaken. Mr. Sigurdson stated their goal is to get Tigard Electric to work like other subs. A letter was sent to them on October 21 advising them that their paperwork is excessive and creating additional cost. If the situation continues, they will be billed the extra cost. Mr. Sigurdson stated the response to the letter has been positive. A second goal is to not let them posture themselves to go to court. The procedure is now, as with other contractors, to resolve the many little problems in the field.

Mr. Warren noted that Tigard Electric might take the City to court several years down the road. We need to have a record that the City was aware of what was going on and the City Attorney has been asked to become involved in the meetings with the engineering consultants. KCM will go back and investigate the record of Tigard Electric and see if they have gone to court previously.

Mr. Sigurdson stated they are trying to look like a conscientious contractor with all the paper work when in reality it appears to be posturing to go to court.

Councilman Tucker asked whether field scale is being paid as required. Ms. Siefken reported the payroll reports show them paying field scale. Councilman Tucker said they may not be doing so as he has heard this is the case. Mr. Warren said this needs to be checked out as the City could be liable for any difference. Mr. Warren asked that this item be put on the next agenda.

Agenda II. LID for Crater Lane Water Line

Mr. DiLoreto reported a meeting was held with the people affected this last Wednesday. A proposal was presented with the cost totaling \$74,000. Schedules were presented showing the cost to the property owners under various methods of calculation. A petition was left for them to sign. We have not yet heard back from them. There was one property owner present that was absolutely against the water line. Some felt the City should install the line at no cost to them. Everyone has to pay the cost of improvements one way or another. In subdivisions the cost is paid by the developer and recovered in the price of the lot or home. Mr. DiLoreto noted that several of the properties are not inside the City and would have to annex to receive service. They can be assessed for the improvement even when outside the City. It was pointed out to the people that now is a good time to do the project with the present low interest rates and low construction costs.

Agenda III. Construction of College St. - North St. Water Line.

Mr. DiLoreto reported bids are being let for the upgrading of this line. For the Public Works crew to do this project would be stretching their capabilities.

Agenda IV. Fees for Aerial Photos.

Mr. DiLoreto reported he has checked to see how many were sold and found just one was sold during the past year. We are presently charging \$.25 per square foot. Our actual cost is approximately \$.70 per square foot. He displayed samples of the maps and photos. Other cities are charging various amounts that are much more than our cost and he stated he believes we should charge at least our cost until the demand increases.

The Committee discussed the amount of the charge and how the charge would be increased when our costs increase. The consensus was that \$1.00 per square foot be charged until our costs exceed that amount.

Agenda V. Stuart Ritchie request regarding City owned property at Villa Rd. and 99W.

Mr. DiLoreto reported the estimated cost of installing cement sidewalks along 99W on the Arctic Circle property is \$4,300. The City Attorney has talked with Mr. Ritchie about it. No agreement has yet been reached and there are several options. He noted that when we enforce the sidewalk across the street, this property will be referred to as not in compliance.

Other Business.

Councilman Tucker reported that several citizens have asked him about trees and other obstacles on corners noting they are a real danger. Mr. DiLoreto responded that Public Works is in charge of this. We have an ordinance with a vision clearance triangle regulation.

Those present then gave Mr. DiLoreto locations where they have noted problems. He asked that he be given any others they find.

Councilman Tucker asked that the Committee consider at a future meeting updating procedures with utility companies on repair work done in the streets. Mr. DiLoreto noted that we could require the posting of a bond on each project. This is done by others. John Raineri is presently meeting with representatives from the utility companies once each month to keep abreast of their plans. The Committee could attend these meetings. They are held at breakfast the first Thursday of each month at J's Restaurant.

Mayor Hall reported he has received complaints about some properties on Melody Lane not being hooked up to the sanitary sewer.

Meeting adjourned at 1:30 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon Council Chambers December 5, 1986

The meeting was called to order by Chairman Tommy Tucker.

Members Present: Tommy Tucker
 Alan Halstead
 Quentin Probst
 Tommy Tucker

Others Present Elvern Hall, Mayor
 Greg DiLoreto, Public Works Director
 Arvilla Page, City Recorder
 Doug Richmond, Asst. Finance Director
 Ronita Siefken, Public Works Secretary
 Gary Ott, KCM
 Ed Sigurdson, KCM
 Sharon Hatfield, Special Guest

I. Review of bids for North St./College St. water line replacement.

Mr. DiLoreto reported that 15 bids were received on this project. The lowest bid was \$29,243.75. The Engineers Estimates was just under \$29,000. He recommended accepting the low bid.

Motion: Halstead-Probst to recommend to the Council acceptance of the low bid of \$29,243.75 from Kizer Excavating, McMinnville, Oregon.
Carried unanimously.

II. Property Sale to Stu Richey.

Mr. DiLoreto reviewed previous discussion and action on this matter. He stated he met with Mr. Richey and Mr. Richey has agreed that he would do the sidewalk on the business front and the first driveway in exchange for the property. He is trying to re-negotiate his lease to Arctic Circle and, if successful, would then complete the sidewalk. Mr. DiLoreto suggested that an agreement could be made with Mr. Richey exchanging the property with a landscaping requirement and completion of all the sidewalk within three years.

Motion: Tucker-Halstead to recommend to the Council an agreement with Mr. Richey requiring sidewalk construction and landscaping in exchange for the City owned property at Hwy. 99W and Villa Road. Carried unanimously.

III. Sidewalk at Highway 99W and Deborah Rd.

Mr. DiLoreto reported that he has investigated this and talked with the Manager and City Attorney. They propose that a letter be sent to Mr. Brugato requesting that the sidewalk be completed and letting him offer a time line on completion. The City Attorney will need to make further

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Councilman Young suggested making Mrs. Hatfield an honorary member of the Committee to head up public participation in beautification.

Mr. DiLoreto stated he would talk with the Manager with the ideas discussed by the Committee.

V. Update on Sewage Treatment Plant.

Mr. DiLoreto reported that we will be getting the Ashbrook-Simon-Hartley, Winkle belt filter press.

Slides were then shown of the progress on the various sections of the Sewage Treatment Plant.

Meeting adjourned at 1:10 p.m.

A MEETING OF THE
PUBLIC WORKS COMMITTEE

Friday, 12:00 noon

December 19, 1986

City Council Chambers

Members Present: Quentin Probst
Tommy Tucker
Joe Young

Other Present: Terry Mahr, City Attorney
Ed Sigurdson, KCM
Garry Ott, KCM
Doug Richmond, Assistant Finance Director
Bob Thompson, Manager Wastewater Treatment
Ronita Siefken, Public Works Secretary

The meeting was opened. Bob Thompson reported on the progress of the construction of the new sewage treatment plant. He stated that the composter is having the most building activity, and that the work force is minimal right now due to winter weather conditions. He also stated that they have begun looking at equipment that will be purchased for the new plant.

Garry Ott stated that Schedule E, Wildish, has been paid 74% of the project. They appear to have plenty of time to finish the project in advance of the time allotted in the contract.

Ed Sigurdson stated that Tigard Electric is still generating a lot of paper work, but that they are doing good work and proceeding with the job.

Bob Thompson asked what was planned for the old Treatment Plant after the new plant comes on line. Several ideas and methods of use and/or dismantling were discussed. The Committee instructed Bob Thompson to get an inventory of motors and equipment at the old Treatment Plant along with an estimate of value if possible. It will have to be decided whether the value is there to make it worth paying City crews to dismantle the plant, as opposed to having it put out for bid to a salvager. It may be possible to lease the plant site to a business. The Committee agreed that the Treatment Plant would be attractive to trespassers, and could create a liability for the City.

Terry Mahr opened the subject of properties with a potential for ordinance violations. He talked first regarding the sidewalks on

Public Works Committee
Minutes
December 19, 1986

Portland Road. He indicated that there is a need to be consistent in the requirements for sidewalks, and that the Committee needs to support a plan for future sidewalks in that area that will give people advance warning of what they can expect to be required of them, so that they can plan for it financially. He stated that the present ordinance calls for review by the Council every April. The Committee agreed that it is necessary to implement a plan to get sidewalks installed on Portland Rd. that is equitable. Tom Tucker asked for a map that shows where sidewalks need to be installed. Quentin Probst said that a draft plan should be prepared by Terry Mahr for the Committee's review by February 1st. The plan will address a time frame, and the issue of voids in the sidewalk.

Mr. Mahr reported that he has talked with Stu Richey about the property next to the Arctic Circle. He said that at this time he feels that it would be better to pursue the issue after the first of the year, due to personal circumstances facing Mr. Richey.

General discussion followed regarding property for which the City holds a promissory note for certain improvements. The City Attorney has sent a demand letter on the promissory note, and filed a lawsuit. He stated that this raises several questions that need to be addressed by the Public Works Committee and the Council, one being the dispersion of the funds, should the business no longer be operating. Also discussed was some method of protecting the debt by restraining personal property belonging to the business either by placing a lien on a UCC filing or by securing the building.

The discussion then shifted to other properties in town that possibly violate City ordinances. Mr. Tucker stated that persons with a complaint about a property matter should be required to come in to City Hall and sign a complaint form, much as it is done in the Police Department. General discussion continued on the pros and cons of Council action on these properties.

Quentin Probst moved that Public Works Committee meetings be changed to the first and third Fridays of the month. Joe Young seconded the motion and it was approved.

Meeting adjourned.

Friday, 12:00 Noon

January 16, 1987

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Council Chambers

Newberg, Oregon

The meeting was called to order by Chairman Quentin Probst.

Members Present: Alan Halstead Marily Rementeria
 Quentin Probst Tommy Tucker

Others Present: Elvern Hall, Mayor
 Terry Mahr, City Attorney
 Arvilla Page, City Recorder
 Roger Pyles, Engineering Technician
 Ronita Siefken, Engineering Secretary
 Bob Thompson, Sewage Treatment Plant Supt.
 Gary Ott of Kramer, Chin & Mayo
 Ed Sigurdson of Kramer, Chin & Mayo
 Mike Soderquist, Spec. Consulting Engineer

The Chairman asked for more information to be included with the agenda, if possible.

III. New Business:

1. Update on selection of Public Works Director. Mr. Mahr reported the interviews were finished as of Wednesday and the selection narrowed. Two will be recommended to the City Manager for final selection. One of the two is the City Engineer at Eugene and has excellent credentials. The other is from Idaho.

Ed Sigurdson stated he is acquainted with the man from Eugene. He attended school with him at Oregon State College where he was tops in his class. He would recommend him highly.

2. River Street railroad crossing (Smurfit). Mr. Pyles stated the spur line crossing South of 13th street on River St. is high. Recent work on the rails by Smurfit raised them another 1.2 inches. The rail crossing is not compatible with City street standards. He stated he met with John Englebrecht from Smurfit and was told it was too late as the work was already done. Smurfit will do a half street improvement on River that is required in the design of their expansion project.

The Committee discussed the effects the incompatible elevation would have on neighboring properties and remedies. It was determined that there is need of more communication between Smurfit and the City on any projects and railroad changes that Smurfit undertakes. It was recommended that Smurfit representatives meet with the Public Works Committee at their next meeting to discuss communications.

Old Business:

1. Update on Sewage Treatment Plant construction. Mr. Ott reported that the contractor is now almost up to the schedule in the contract and there is some danger of going over. He continues to make progress even in the bad weather. Most of the concrete is poured and interiors are being finished.

The Committee discussed the costs and effects of beginning to use parts of the new plant. Mr. Thompson noted that some things will need to be in place and operating before the start of full operation. Also discussed was the need to notify the contractor that the City is aware that he is falling behind. Mr. Ott stated KCM would prepare a letter to Wildish regarding the contract terms.

Mr. Ott reported the composter is expected to be completed in March, which will be a half year ahead of schedule.

Mr. Thompson presented an inventory of the equipment in the old plant that will be excess. He reported that several people have toured the plant for potential future use. One was a commercial fish farmer that would need a source of untreated water.

The Committee discussed preparations needed for the composting operation. A source of sawdust will need to be secured and the end product will need to be marketed. Mr. Thompson suggested horse bedding as a potential source, although it would need to be ground. Other material, such as yard trimmings and leaves could also be used if we had a grinder. It was noted that the quality of the compost will regulate the market.

2. Discussion of Enforcement Policy. Mr. Mahr suggested that in the absence of a City Manager and a Public Works Director, the Committee may wish to postpone this to a later date. The Committee agreed.

Meeting adjourned at 1:10 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Council Chambers

February 6, 1987

The meeting was called to order by Chairman Quentin Probst.

Members Present: Alan Halstead, Quentin Probst, Tommy Tucker.

Other Council

Present: Roger Gano, Joe Young

Staff Present:

Terry Mahr, City Attorney
Arvilla Page, City Recorder
Roger Pyles, Engineering Technician
Doug Richmond, Asst. Finance Director
Ronita Siefken, Engineering Secretary
Bob Thompson, STP Superintendent

Others Present:

John Englebrecht, Smurfit Corporation Engineer
Ed Sigurdson, KCM
Gary Ott, KCM
Jerry Minor, KCM
Mike Soderquist, Special Consultant on STP

I. River Street Railroad Crossing (Smurfit).

Mr. Mahr gave a chronological history of events prior to this meeting. The City received a plan dated 6/12/86. The plan showed only the switch on the railroad. There was a design review meeting with Smurfit on the half street improvement. The County did not attend. Smurfit agreed to the half street improvement on River Street extending to Rodgers Boat Landing. At some time, the work was done on the railroad crossing. The City checked with the County to see if there was a permit for the work. The County received the permit application on December 12.

Mr. Englebrecht stated the contractor on the railroad work was sent to see Greg DiLoreto, the City Engineer, and he sent a letter to the contractor releasing the work. The railroad was put back at the same height as it was previously.

Mr. Mahr noted that the problem is that the height affects the drainage off the roadway. Smurfit will meet with the City this week on the landscaping and they will address the drainage with the half street improvement. A functional road is possible and the present railroad situation will not be final.

Mr. Englebrecht stated that Smurfit was not happy with the way the railroad was left by the contractor. Trucks kick the gravel out. The contractor will return to complete the work the week of February 16.

Councilman Tucker noted that the problem is really with the County and their failure to notify the City of a project that affects us.

Mr. Mahr noted that the impact of the railroad was overlooked in the half street improvement review, but the problem has a solution when the improvement is done.

Mr. Englebrecht noted that Smurfit is trying to do a reasonable job but got caught with the City Engineer leaving. To move the rails down now would cost between \$60,000 and \$90,000. The \$60,000 figure would be with the mill shut down. The next scheduled shut down is in September, but the rail work would take a week.

Mr. Mahr stated the new Public Works Director has suggested that anything going on inside the Newberg UGB should be reported to the City by the County. Presently, the Newberg building inspectors do all the inspection on construction in the UGB and the City receives one-half the permit fee collected by the County.

Councilman Gano stated that he was concerned about what will be reported in the newspaper to indicate the problems are solved. The situation is partly the City's fault with our Engineer leaving.

Mr. Mahr said he would contract the newspaper.

Mr. Englebrecht noted that Smurfit may have to change some of their plans. The Union has raised questions on the de-inking plant. They have checked the drainage during the recent heavy rain and there is no problem. Most drainage for the plant goes to the lagoon.

2. Springbrook Road Improvement.

Mr. Mahr noted there have been many calls from residents on this. Things to be considered are #1. "County" truck traffic. #2. County problem vs City problem. The City should not have to make the choice. The County needs to back the City on this being the only truck route. #3. Cost.

Mr. Pyles reported the original amount the County offered was \$240,000. They have now raised that figure to \$413,000. The estimated cost to do the road to City standards from Hwy. 99W to Wilsonville Hwy. would be \$1,250,000. Some items could be backed out, such as sidewalks.

Mr. Mahr noted that the Mayor will ask each speaker at the Public Hearing whether he/she is a property owner. Councilman Gano reported there is an active opposition group forming.

The Committee discussed the disadvantages of other streets as truck routes, noise abatement, cost elements, right of way width, paved width, and the accuracy of the County's estimates. Mr. Englebrecht noted that on the County road projects that have been let, their estimates have been low.

Mr. Mahr provided a map showing the improvements the County is planning with the bond monies. The projects are distributed throughout the County.

3. Update on Sewage Treatment Plant Construction.

Mr. Ott reported the project is 80 - 90% complete. KCM expressed to Wildish by letter the concern that they are falling behind in their construction schedule and they have responded. They state they have a 71 working day cushion of which they have used 61. They added that it was their intent to complete the project on schedule.

Mr. Sigurdson noted they are a very organized contractor and can be expected to meet the date.

NOTE: Copy of correspondence on file.

4. Other Business

Mr. Mahr reported there has been good feed back from Mr. Snyder on the nuisance abatement. Clean up work is being done, although slowly.

Mr. Mahr reported that we are not getting a response from Mr. Arana on the improvement agreement. Councilman Probst reported that he has talked to the owner of the property, Arny Houser, and that Mr. Arana has not been behind in rent payment as previously reported. Mr. Mahr added that the utility bills are also current. Mr. Mahr stated that we have exhausted our options in this case and will proceed with prosecution.

Meeting adjourned at 1:17 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon

Council Chambers

March 20, 1987

The meeting was called to order by Co-chair Alan Halstead.

Members Present: Alan Halstead Marily Rementeria
 Tommy Tucker

Others Present: Elvern Hall, Mayor
 Bert Teitzel, Public Works Director
 Terry Mahr, City Attorney
 Arvilla Page, City Recorder
 Ed Sigurdson, KCM
 Gary Ott, KCM
 Jerry Minor, KCM
 Larry Ashley, KCM
 Mike Soderquist, Special Consultant

Update on Sewage Treatment Plant Construction.

Gary Ott reported the contractor continues to be at about 90% of schedule. Most of the buildings have been roofed and the inside work continues. The contractor has submitted a new schedule with the date of completion based on the contract date. The belt filter press may cause a delay. However, the plant can start up and process with the sludge being hauled as it is presently done. He reported the percent of completion on each of the various parts of the project with the operations building being most complete and the composter being least complete.

Councilman Halstead asked what the effect of the new Japanese lamp manufacturing company would be on the treatment plant. Mr. Teitzel responded there should not be any adverse effect. Mayor Hall reported he had asked the same question of the State development representative and had received the same answer.

Gary Ott announced that he will be leaving KCM to take a position with the City of Gresham. Jerry Minor will move into his position and is well qualified.

Mr. Teitzel reported that DEQ has revised the eligibility on equipment and added over \$72,000.

Mike Soderquist reported DEQ has put out new guidelines on sludge and sludge products. The primary concern is heavy metals.

Springbrook Road Improvement

Mr. Teitzel reported he has the draft of the report about half done. He said that he has not found any other source of money for the

project. There is FAUS and maybe there will be funds that can be borrowed if the highway bill passes. These would not be enough to do the project. The City has only a couple hundred thousand budgeted for street improvements and there is about two million in repairs needed on the existing streets.

Mr. Teitzel continued that the County has reduced the number of projects by one-third that will be done with the bond money. This is caused by their under projection of cost on the projects.

Mr. Teitzel said that if the County improves Springbrook Road now, as they have indicated, it will extend the life of the road ten (10) years. If it were improved now to City standards, an overlay would be required in ten (10) years. If we let the County do the improvements now, it will give us time to decide what to do. He said he has not fully completed the cost projections on the options, but they appear to be close.

Mr. Teitzel noted there are several problems: property owner remonstrance, purchase of right of way, condemnations, 2/3 of property outside of City and City must have approval of County Commissioners to assess. We would need to have unanimous approval from the Council to overcome some of the problems. Also, we will know more about the location of a by-pass in 10 years. To let the County go ahead will cost some more depending on inflation and the cost of money. He said he would bring back a memo on his recommendation on April 3, 1987 for the Committee to make a recommendation to the Council for the April 6 Council meeting.

Mr. Mahr said the citizens would need to be notified that this will be discussed at the Council meeting and the Council meeting will need to be held at the Library.

Arctic Circle Property Matter

Mr. Mahr stated the question on this was what vehicle to use as a reward for the installation of landscaping on the small piece of property the City owns on the SE corner of Villa and 99W. On a square foot basis the property is worth ten to twelve thousand dollars. However, the property is too small to be of value except to the adjacent landowner. The City might need the property in the future if it were decided that a turn lane was needed there.

Mr. Mahr proposed a long term lease, perhaps 10 years, with a cancellation and amortization clause. This would allow six more parking spaces and landscaping for Arctic Circle.

The Committee recommended unanimously that the City Attorney draw up a lease to be presented to the Council.

Report on State Six-Year Highway Plan

Mr. Teitzel reported there will be another hearing in May. The City needs to have a prioritized list ready in order to get it into the Plan.

The Committee then adjourned to **Executive Session** under the rules of ORS 192.660 (1) (H), pending litigation on the Arana matter.

The Committee adjourned directly from the Executive Session at 1:20 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE
(No Quorum)

Friday, 12:00 Noon

Council Chambers

April 3, 1987

Members Present: Quentin Probst, Alan Halstead

Others Present: Elvern Hall, Mayor
 Bert Teitzel, Public Works Director
 Bob Thompson, STP Superintendent
 Arvilla Page, City Recorder
 Roger Gano, Special Contractor
 Jerry Minor, KCM Project Manager

No quorum of the Committee was present, therefore, no recommendations can be made. However, those present chose to proceed with the review of the subjects on the agenda.

NEW BUSINESS:

Mr. Teitzel reported that the Public Utility Commission and Southern Pacific are looking at a project to improve the Villa Road crossing. The center support will be removed, the height increased, and the road realigned. The project would be funded by the P.U.C., Southern Pacific and the City would pay 5%. Total cost of the project will be \$80,000 to \$90,000. The City would have the 5% needed for this improvement. We should encourage the school district and the fire department to support this project with letters.

OLD BUSINESS:

1. Update on STP Construction.

Mr. Thompson reported that he and Mr. Teitzel attended a seminar in Portland on recycling. The plant construction is progressing and is at about 90%. The Schedule E contractor is working on other parts waiting for the arrival of the belt filter press. The Schedule F contractor will truck in sludge from Hillsboro for the test run of the plant.

Councilman Halstead said he would like to have another meeting with Ashbrook-Simon-Hartley and suggested they be invited to one of our meetings.

Mr. Teitzel recommended the Committee meet at the Sewage Treatment Plant for a tour soon. A date will be set up.

Mr. Teitzel reported one claim has been received and we are expecting some other claims. We have been talking with an attorney that specialized in claims arbitration.

Mr. Gano reported on the equipment purchasing for the plant. Purchase orders have been cut for janitorial equipment. On the miscellaneous

office equipment, the low bids totaled \$4,355.69 on items budgeted at \$6,496.00. He stated he is recommending the purchase of fatigue mats outside of regular purchasing procedures to ensure obtaining mats to meet the specs exactly.

Mr. Thompson noted that some janitorial items were not purchased as a janitorial service is being considered. Mr. Gano added that consideration is being given to inside only or outside/inside. He stated he would recommend a janitorial service as Staff does not have time to do this work.

Mr. Teitzel noted that janitorial and maintenance for other City buildings is also being looked at to ascertain the needs and whether this should be contracted or have assigned staff. Our present use of Public Works staff for maintenance is not cost effective.

Mr. Thompson stated he would like to have all the filbert trees removed near the entrance to the STP and plant field grass. This would look nicer. Mr. Gano stated he did not think field grass was a good choice.

Mr. Gano reported he has nothing yet on the sign. He stated that a site also needs to be selected for the flag pole with lighting.

Mr. Gano reported that in the bids for office furniture, Pride Manufacturing, a local business, bid less than \$5 over the low bid on three side chairs. He recommends the local bid be accepted.

Mr. Gano reported he expects to get the industrial equipment for about \$10,000 which is \$2,000 below budget. The Corp of Engineers has yet to approve the list of equipment. There are five large pieces. The bid document is prepared and now being reviewed. It is hoped the bids can be advertised and the bids received by June 1.

Drop boxes for the STP were discussed. Mr. Gano said he has met with Merlin LaJoie from Newberg Garbage Service. A 30 yard box will be needed for sand and grit from the headworks. Mr. LaJoie is concerned about contaminates and asked for an additional washing. Both Bob Thompson and Jerry Minor stated the material cannot be made inoffensive.

A three yard dumpster will be needed for other screenings. Newberg Garbage Service has recommended looking at a box that can be moved with a forklift. The contents from this box could then be combined with the other boxes that go to the landfill.

Mr. Thompson stated he was concerned about whether the landfill would accept the trash material. At the old plant, material is cut up by a comminuter and proceeds through the plant.

Public Works Committee
April 3, 1987
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2. Springbrook Road Improvement Update.

Mr. Teitzel reported this matter is on the agenda for the April 6, 1987 Council meeting.

3. Update on Allen Fruit Grant Application.

Mr. Teitzel reported a grant of \$410,000 has been applied for. Allen Fruit plans to move its wash site tentatively to the corner of the Western Helicopter property on the St. Paul Highway. They will irrigate a nearby field in the Summer and use a Smurfit lagoon in the Winter. Use of the lagoon has not yet been confirmed. If the effluent goes to the STP, it will be pretreated. The grant is for the infrastructure which the City will own.

OTHER BUSINESS:

Mr. Teitzel stated he will have a report for the next meeting of the Committee on the State Highway Six Year Plan. He named the items he has on the list so far.

He reported there is an upcoming meeting on the road from I-5 to the Aloha area. Someone should attend and testify on this.

There was general discussion on acquiring property for expansion on West Third Street. Mayor Hall and Councilman Gano reported of the discussions of the Finance Committee.

No quorum of the Committee was present and no recommendations were made on any of the subjects discussed.

Meeting adjourned at 1:30 p.m.

Arvilla Page
City Recorder

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon Council Chambers May 1, 1987

The meeting was called or order by Chairman Quentin Probst at 12:15 p.m.

Members Present: Quentin Probst, Alan Halstead, Marily Rementeria

Others Present: Elvern Hall, Mayor
 Bert Teitzel, Public Works Director
 Ronita Siefken, Public Works Secretary
 Arvilla Page, City Recorder
 Bob Thompson, STP Superintendent
 Roger Gano, Special Projects
 Mike Soderquist, STP Special Consultant
 Ed Sigurdson, KCM

Mr. Gano gave an update of purchase of office equipment and miscellaneous equipment for the new plant. He said the larger equipment will have to be advertised after the specs are approved by EPA.

OLD BUSINESS:

1. Update on Sewage Treatment Plant Construction.

Mr. Sigurdson reported construction is moving along well. You can start to see how the plant will work.

Mr. Thompson reported that staff training continues with several hours each week being spent at the new plant. KCM will also be conducting some specialized training.

Mr. Sigurdson said they are anticipating a suit from Tigard Electric. The rest of the project is going will.

Mr. Teitzel reported that Tigard Electric continues on the job doing good work.

2. Street Classification Plan/Bikeway Plan.

Mr. Teitzel said the report on this is not yet ready.

Mayor Hall said he had contacted the State Highway Department to obtain comparable traffic figures for St. Helens and Newberg. They gave similar traffic counts at just over 14,000. He stated he had been under the impression that the traffic count in Newberg was over 17,000.

Mr. Teitzel said he would follow up on this to see which figures are correct.

Public Works Committee
May 1, 1987
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3. Treatment Plant Sign.

Mr. Gano presented drawings of three different signs for the Committee to review and to choose from.

Motion: Rementeria-Halstead to elect the bid and sign by Lampley. The sign showing the City logo in color. Vote on motion - Aye 2, Abstain 1, Halstead.

The Committee then discussed the flag pole height and possibility of obtaining a flag by donation.

Meeting adjourned at 1:10 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon Council Chambers June 19, 1987

The meeting was called to order by Chair Quentin Probst.

Members Present: Quentin Probst, Marily Rementeria, Tommy Tucker

Others Present: Elvern Hall, Mayor & Manager Pro Tem
 Bert Teitzel, Public Works Director
 Arvilla Page, City Recorder
 Bob Thompson, STP Superintendent
 Roger Pyles, Engineering Technician
 James Reitz, Associate Planner
 Roger Gano, Special Projects
 Mike Soderquist, STP Special Consultant
 Ed Sigurdson, KCM
 Jerry Minor, KCM Project Manager

NEW BUSINESS:

1. Landscape Plan at Wastewater Treatment Plant.

Mr. Teitzel stated the options for landscaping have been presented to the Council and the Staff now needs direction. One suggestion is for field grass that will only need mowed a few times a year and some trees.

The Committee discussed the advantages and disadvantages of field grass vs lawn grass. Councilor Rementeria stated she would like to see more than just field grass and the other members agreed.

The option of including maintenance along with the bid for the landscaping was discussed and whether it should be one bid, two bids, include maintenance of all City property landscaping, or whether we should wait and see if we want maintenance contracted or done by staff.

Mr. Teitzel noted that landscape maintenance will be another budget item.

Using wastewater effluent to irrigate was discussed. It was the opinion of Mr. Minor that this would not be allowed by D.E.Q. if the area were to be open to the public for use, such as picnics. A well maintained park like area will attract people.

Mr. Teitzel said the landscaping will probably not be done until next Spring when all the contractors equipment and buildings are removed.

2. Septic Tank Dump Facility.

Mr. Teitzel said a decision had been made to not have one but we have now had requests to have one.

Mr. Minor estimated a dump facility would cost from \$10,000 to \$13,000. D.E.Q. has no policy on whether we should or should not have one.

Mr. Thompson stated McMinnville was quit adamant that we should have one. They allow dumping from customers only from within Yamhill County into theirs. Mr. Thompson listed the charge made for dumping at other nearby facilities. McMinnville charges 2.5 cents per gallon. They are handling mostly domestic waste.

The advisability of having a holding tank was discussed. Mr. Minor stated that, even though a holding tank presents some maintenance problem, it would be needed to allow for testing the material.

Mr. Thompson reported that most facilities require payment by Visa or Master Charge, no cash. This cuts down on record keeping.

Motion: Tucker-Rementeria to go ahead with the septic tank dump based on a charge of five cents per gallon to be charged to recover capital and operating expense. Carried unanimously.

3. Water Line Extension on Crater Lane.

Mr. Teitzel said one piece of property has been in the city for a number of years and they have asked repeatedly for city water. The City has required that they pay the cost of bringing the water to the property. This would require them to obtain a number of easements. Mr. Teitzel said he would suggest the City put in that portion of the line up to the property line and base the charge on what their share would be if all properties were on. The City would then collect from the other properties when they connect. A deferred assessment could be set up for the future connections. This would be a one side water line as the other side of Crater Lane is outside the city.

Councilor Tucker asked if the proposed school at the end of Crater Lane has been taken into consideration. We should see that the line is sized properly for that possible future use.

4. Water District - Melody Lane.

Mr. Teitzel reported the water line in this water district is leaking badly. He gave the history of the annexation of this subdivision and stated that none of the agreed conditions have been met. (See Committee Meeting File for further detail). Mr. Teitzel said the City could make the improvement out to the Water Reserve and allow five years for repayment to the City. It would cost each property about \$2,000 plus any development fee we may decide to charge.

Councilor Tucker recommended that Mr. Teitzel bring this matter up at a future Public Works Meeting after he has discussed this with the

property owners. He also recommended that each property owners desires be put in writing.

OLD BUSINESS:

1. Pavement Overlay Program.

Mr. Teitzel reported they have finished classifying streets for repair and are going out to contract for overlay and slurry seal. We have about \$200,000 with one half being used on each type of repair. Mr. Teitzel showed on a map and described the streets that will receive attention.

Mr. Pyles described the factors that were used in classifying the streets and how these factors were put into a computer program. Just the area West of Villa Road will be done this year. The East side will be done next year.

Mr. Teitzel said we are doing what we can with our estimated income. We are also putting on some Summer help to clean and seal cracks.

2. Update on Wastewater Treatment Plant.

Mr. Minor reported the contractor on Schedule E is testing equipment and is still on the most recent schedule for completion. On Schedule F, they anticipate starting with sawdust in mid July and with sludge by the middle of August. They may import sludge if necessary for testing. They should realistically be ready to run by September 1 when the plant will be able to provide sludge.

3. Bikeway.

Mr. Reitz showed a map of the proposed bikeways that are required in the Comprehensive Plan. The C.I.A.C. and Planning Commission have approved this plan. Adoption of the bikeway plan may mean we can get more money from the State.

The Committee discussed the need for bikeways on various streets. Mr. Teitzel suggested a bikeway on Springbrook as it has been requested by the residents. Paths to the high-school were discussed in detail.

Public Works Committee
June 19, 1987
Page 4

Motion. Rementeria-Tucker to approve and recommend the bikeway plan with the addition of Sitka Street North of Haworth to the high-school. Carried unanimously.

4. Street Classification.

Mr. Reitz presented a map designating the major arterial, minor arterial and collector streets. He stated this designation is required by the periodic review of the Comprehensive Plan.

Motion: Tucker-Rementeria to approve and recommend the Street Classification. Carried unanimously.

Meeting adjourned at 1:25 p.m.

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MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon City Council Chambers August 14, 1987

The meeting was called to order by Chair Quentin Probst.

Members Present: Quentin Probst, Marily Rementeria,
Tommy Tucker

Other Present: Bert Teitzel, Public Works Director
Jim Watson, City Manager
Elvern Hall, Mayor
Ronita Siefken, Public Works Secretary
Ed Sigurdson, KCM
Jerry Minor, KCM
Roger Gano, Councilman
Bob Thompson, STP Manager
Larry Anderson, Engineering Tech.

NEW BUSINESS:

1. Backhoe/Loader Bids.

Mr. Teitzel reported that the low bidder for the Case 580SE backhoe/loader was Case Power and Equipment of Portland.

Motion: Tucker-Rementeria to award the bid for the Case 580SE backhoe/loader to Case Power and Equipment for the low bid of \$14,891.00.

Vote on Motion: Carried unanimously.

2. River St. Sewer Replacement Project.

Mr. Teitzel stated that the River St. Sewer Replacement is a much needed improvement. That area has had a history of the sewer lines filling and sewage backing up into some homes. The construction of the Eighth St. Force Main has made the problem worse, and, therefore, it is mandatory to get construction underway as soon as possible to take advantage of this construction season.

Larry Anderson explained that the project will be constructed in three parts, with the first two parts being done this year, which will bring the sewer line from Twelfth to Ninth, and then from Ninth to Sixth, and the third part will bring it from Sixth St. to Third and Blaine. The Engineer's Estimate for the project is \$218,000. The area residents will be disconnected from the old line and it will be abandoned.

Mr. Teitzel asked the Committee for authorization to take the bids directly to the September Council meeting to get the bid awarded as soon as possible.

Motion. Tucker-Rementeria to take the bids for the River St. Replacement Project to the City Council for review at their September meeting.

Vote on Motion. Motion carried unanimously.

3. Quotes for Repair of City Hall Roof.

Two quotes were received for the repair of the City Hall Roof. The lowest quote was around \$11,000. However, after the quote was submitted, the contractor realized he would be required to pay prevailing wages. The contractor has stated that he will withdraw his quote if that is the case.

The Public Works Director has a call in to the State to determine if prevailing wages must be paid on this type of repair. He stated that even if prevailing wages are not required, the repair will still need to be put out for new quotes.

OLD BUSINESS:

1. Update on Construction of New Wastewater Treatment Plant.

Mr. Teitzel stated that with the plant nearly on line, it is time to discuss a dedication ceremony. Senator Hatfield will be able to speak on November 20, and Mr. Teitzel asked the Committee if that date was acceptable to them.

Marily Rementeria asked when the landscaping would be done. Jerry Minor answered that it would be done by mid to late October inside the fence, and mid November outside the fence.

The Committee agreed that November 20 would be acceptable, as the landscaping would add to the attractiveness of the plant.

Jerry Minor stated that landscaping bids will be called for in a couple of weeks, at about the time that the general contractor is done with his portion.

Jim Watson, the City Manager, stated that arrangements were being made to place a plaque in the operation building with the names of the Council, Mayor, and City Engineer, and City Manager on it.

There was discussion as to whether to include names of former Councilors and staff who had also worked on the project.

Motion: Rementeria-Tucker to include on the plaque the names of the Councilors and staff who had worked on the project.

Tommy Tucker stated that his second to the motion was contingent upon seeing how many names would be added. Marily Rementeria said that she would also like to see a draft of the plaque. She stated

that either all the previous Councilors and staff should be added, or only the current Councilors and staff, but the plaque should not have a mixture of the two.

Vote on Motion: Motion was not voted upon.

Roger Gano stated that the American Legion has donated the flag for the Treatment Plant, and that, possibly, they could be thanked by a plaque on the base of the flagpole.

Jerry Minor reported on the plant start-up status. He stated that they have been checking the systems with water and will be making a complete switch over to sewage in about five days. There was a delay because of checking the programing on software for instrumentation, as the man responsible for that had been gone for several weeks, but was now back and the programing check is moving ahead. The date for substantial completion is October 11. He also stated that this is one of the few projects he has worked on where the contractor was ahead of the completion schedule.

Bob Thompson stated that it is a real asset to have been able to get City staff into the new plant before the contractor has pulled out.

Roger Gano asked about shutting down the old plant. Jerry Minor responded that the contractor will take two days to divert flow. It is likely that they will transport some of the existing sludge to feed the new oxidation ditch. It will then take four to six weeks to shut down the old plant.

The belt filter presses will be wired and tested and on line during the first week of September.

The contractor still must supply an O & M manual before start up. Sludge may be imported from Rock Creek prior to Newberg sludge being generated to start up the composter.

Bert Teitzel stated that there will be a decision on the grant for Allen Fruit on August 20 from the State. Jim Watson stated that the attorneys have been working on a preliminary agreement, which should be ready soon.

2. Water Line on Melody Lane.

Mr. Teitzel stated that he had attended a meeting with the residents of Melody Lane. The residents do not want to pay the full cost to replace the water line, they want the City to take over the water system, and they want the City to take over the street.

The Committee discussed various aspects of the history of this situation. Marily Rementeria asked Bert Teitzel for an estimate of what each property owner will have to pay. Mr. Teitzel stated that the current figures estimate the total cost for the water line at \$40,000 which would be about \$2,000 for each property.

Mr. Teitzel stated that he does not see a problem with the City taking over the street, as it is in a comparable condition to other City streets.

3. Water Line Extension on Crater Lane.

Mr. Teitzel stated that he has had a request for a hardship water connection on Crater Lane, but outside of the City. Jim Watson asked if the person would sign a consent to annex if we were to provide water. Mr. Teitzel said even if he did, and the City said he could have water, the water district in that area has said they cannot provide any more hookups as their line is not adequate.

The discussion shifted to Claude Hamlett and his long standing request for water. Mr. Teitzel indicated a proposed water line on an aerial photo of the area. He stated that he is still researching what funds may be available to build this line. He stated that the City could build the line and then charge a "deferred assessment" when the houses along the line chose to hook to it.

The Committee agreed with that proposal, and instructed Mr. Teitzel to go ahead with plans to build that water line.

The meeting adjourned at 1:30 p.m.

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon Horseless Carriage Restaurant September 18, 1987

Tom Tucker opened the meeting.

Members Present: Marily Rementeria, Tom Tucker, Roger Gano

Other Present: Bert Teitzel, Director of Public Works
Jim Watson, City Manager
Elvern Hall, Mayor
Ronita Siefken, Public Works Secretary
Mike Soderquist, CH2M Hill
Jerry Minor, KCM
Jack Nulsen

Tom Tucker asked for and received approval of the Committee to discuss the items under Old Business first.

OLD BUSINESS

1. Update on Construction of New Wastewater Treatment Plant.

Bert Teitzel, Director of Public Works, reported that the plant is operating well, there have been some problems, as would be expected in a project of this magnitude, but nothing major. Landscaping has been started, and grass is planted in some areas. The entrance sign is in, and Mr. Teitzel encouraged the Committee to go out and view the sign.

Jerry Minor stated that the composter is scheduled for completion in about two weeks, at about the same time that the plant will begin generating solids. The mechanical systems check out, and the contractor has incorporated several modifications that have been introduced through experience with a pilot plant elsewhere.

Effluent is presently below the allowed concentration, but that concentration will raise somewhat as the ditches become more saturated.

2. Existing Sewage Treatment Plant.

Roger Gano has a call in to the Steelheader's Association. Due to vacation, the call is expected to be returned early next week.

3. Allen Fruit Wastewater Pretreatment Project.

Bert Teitzel stated that the State has granted funds to help Allen Fruit build a pretreatment facility for their wastewater. The City is working with Allen Fruit to prepare an agreement regarding the pretreatment facility. The pretreatment facility will take approximately a year to construct. In the meantime we will accept as much of Allen Fruit's wastewater as the Treatment Plant can handle and still remain stable, and Allen Fruit will be required to haul any excess to a land application site.

Tom Tucker stated that he will discuss, but not vote on any matters concerning Allen Fruit until a legal situation he is involved with is settled.

NEW BUSINESS

1. Day Water Service.

Bert Teitzel gave some background on the request by Lillian Day to install a meter in the Northwest Newberg Water Association, on a lot that she sold in 1986. She sold the lot with the stipulation that she would provide a water source of one kind or another. The lot is presently served by a meter that is on a neighboring lot still owned by Mrs. Day. Mr. Teitzel referred to a letter from the file written by former Public Works Director, Greg DiLoreto, which stated that the structure was illegally connected to the water district and, therefore, to the City water system; and that the City could not grant a new water connection in that area because it is out of the city limits; it is out of the Urban Growth Boundary; and the purpose would be to serve a new structure (put up since 1965); all of which is specifically prohibited by City ordinance and the Newberg Comprehensive Plan.

Mr. Teitzel stated that he had proposed two alternatives to Mrs. Day. The first was that Mrs. Day could give up the meter serving the lot she still owns and move it to the lot in question. The second was that she could recombine the lots and the water would remain on the lot. This would possibly be less expensive than drilling a well, which would be another option.

Roger Gano let it be known that he has a possible conflict of interest since he has proposed to work as a consultant for other water districts. He stated, however, that he would still vote on motions referring to water districts.

Jack Nulsen, legal counsel for Mrs. Day, gave he and his client's views on this question. He contended that the ordinance was passed in 1965 restricting supplying water outside of the City limits because of a lack of capacity for water storage, and that the City does not have that problem at the present. He stated that when the Day's bought the property in 1967 that Mrs. Day remembers that there were two meters and a well serving the lots. Water district records are not complete and it is difficult to determine exactly what meters were where. Mr. Nulsen summed up that we would not be supplying any more water than we are presently supplying, but that by putting in a meter, the City would make it easier for the residents of the lot that was sold to know the exact amount of their water bill, rather than having to estimate, and that, in effect we would only be separating a service and not allowing a new connection. Mr. Nulsen contended, that in this case, the ordinance does not apply.

The Committee discussed this question at length. Mr. Tucker stated that he is acquainted with Mrs. Day, and gave the committee some background information on the situation that she has faced in dealing with widowhood and business matters which she was not experienced in dealing with.

Marily Rementeria asked what the options are. She stated that she did not wish to cut the water off to the house that has been using water for some time.

The Committee asked Mr. Teitzel to read aloud the letter sent by Mr. DiLoreto to Colleen Bourassa, the purchaser of the lot. Mr. Teitzel then did so.

Mr. Teitzel stated that according to the file, Mrs. Day had requested two meters in 1983. She was granted one and the other was denied. He stated that the Day's should have known, by that denial, that water was not available to the lot prior to selling it.

Mr. Teitzel further stated that he had talked with the City Attorney, and that his feeling is that the ordinance will stand, and there is no question that the structure, placed in 1986, is a new addition to the system. He also stated that Rick Faus, the former City Attorney had issued a legal opinion that the City cannot allow new water connections outside of the Urban Growth Boundary because of the fact that the recipients could not agree to annex to the City.

The consensus of the Committee was that Mrs. Day be allowed to purchase a water meter. Mr. Teitzel stated that if they did vote to allow that purchase, then they should require a non-remonstrance agreement that the owners would agree to annex if the City limits reached them. He also stated that allowing this connection could set a precedent, as there are numerous properties that are outside of the City limits that desire water.

Mr. Gano stated that he has learned that there are seven houses being metered by a single meter in a certain water district. He also stated that he knows of two households that have severe water problems in another water district area that would also want to connect if it were to be allowed. He stated that there are a lot of problems in the water districts, including deteriorating lines.

Mr. Teitzel stated that if the Council does decide to allow new connections in the water districts that he would recommend that we use this opportunity to develop new agreements with the water districts.

Mr. Nulsen stated that although many people live outside of the City limits, they are still part of our community and the City should be willing to help them.

Motion: Rementeria-Tucker to allow Mrs. Day to purchase a water meter to serve the Bourassa property in the Northwest Newberg Water Association, with the stipulation that the NNWA must agree to the connection, and appropriate fees must be paid.

Vote on Motion: Carried unanimously.

2. Maintenance/Upgrading of Gravel Streets.

Mr. Teitzel stated that the City has several gravel streets, and we have not done any dust control this year. He has received several calls from residents on those streets asking for dust control. He further stated that it is his intent to draft a letter to all people on gravel streets informing them of the process for starting a Local Improvement District to finance paving the streets. His questions of the Committee were whether the City should commit to participating in the cost, and whether sidewalks would be required at the same time. Mr. Teitzel recommended that the City not require sidewalks because of

the jump in price, and because sidewalks are something that an ambitious homeowner can install himself at a reduced cost.

After some discussion, the Committee agreed by consensus that the City would pay for the sidewalks, if the property owners proceeded with an L.I.D. to construct the street improvement.

Mr. Tucker stated that he would like to see alleys in the commercial area also included on the list of properties to be notified of the L.I.D. process.

Mr. Teitzel asked the committee what percentage should agree before the L.I.D. becomes effective. The consensus of the Committee was that 50% of the owners should agree to form the L.I.D., and that Mr. Teitzel should proceed with the letters to the owners of property on gravel streets and alleys in the business area.

The meeting was adjourned.

Minutes
MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Friday, 12:00 Noon Horseless Carriage September 4, 1987

Alan Halstead opened the meeting.

Members Present: Marily Rementeria, Alan Halstead

Other Present: Bert Teitzel, Public Works Director
Jim Watson, City Manager
Elvern Hall, Mayor
Ronita Siefken, Public Works Secretary
Ed Sigurdson, KCM
Jerry Minor, KCM
Roger Gano, Councilman

NEW BUSINESS:

1. Change Order for Asphalt Overlay Project.

Mr. Teitzel requested that the Committee approve a change order for the Asphalt Overlay Project. The change order will allow the contractor to do the preparation to the streets before the overlay is put on.

It was first anticipated that the City crews would do all the repairs, however, the number and size of repairs has far exceeded the capacity of the City crews. The City crews are completing the smaller sized repairs and the preleveling asphalt patches on the streets to be slurry sealed.

The three lowest bidders on the 1987 Asphalt Overlay Project were asked to give the City quotes for doing the preleveling and asphalt repairs on the streets to be overlayed. The lowest quote of \$73,000 was received from Flintstone Crushing & Construction, who is also the contractor on the overlay project.

Motion: Halstead-Rementeria to approve the change order which will allow Flintstone Construction and Crushing to complete the street preparation for the Asphalt Overlay Project.

The Committee is missing a member with the retirement of Quentin Probst. Mayor Elvern Hall appointed Roger Gano to the Public Works Committee temporarily, until someone is appointed to fill the vacancy created by Mr. Probst's retirement. A quorum now achieved, voting proceeded.

Vote on Motion: Carried unanimously.

2. Discussion on Sidewalk Ordinance No. 929.

In response to an earlier request from a Councilperson, Mr. Teitzel stated that Ordinance No. 929 requires that the Council

There was general discussion on the disposition of the old sewage treatment plant. Roger Gano asked how long it would take to clean out the tanks. Bert Teitzel said that it will take approximately 20 days to haul the sludge, and about ten days to clean the tanks. He recommended that someone be selected to do a study on the best use of that facility.

Marily Rementeria suggested that the Steelheader's Association may be willing to do the study, and if they want to use that facility we may be able to arrange to lease it to them.

Bert Teitzel expressed his concern that the equipment at the plant not be allowed to stand idle. If the pumps and motors are not going to be used where they are, then they need to be removed and sold while they are still in good working condition.

Ed Sigurdson stated that two agencies to contact would be the Steelheader's Association, and the Department of Wildlife.

Marily Rementeria stated that she would like to see if the Steelheader's Association would be willing to do the study at no cost to the City, before we look at getting a consultant in. However, it needs to be done very quickly. Roger Gano agreed to contact the Steelheader's Association for their input.

3. Melody Lane Water Line.

Bert Teitzel recapped the information that he presented to the Committee at the last meeting. Roger Gano said that sidewalks should be required with the other improvements to that area. Bert Teitzel stated that the owners could sign a nonremonstrance to install sidewalks at the time that the street is made a through street. The consensus of the Committee was that the City would not subsidize the improvements to the waterline, and would require a nonremonstrance for construction of the sidewalk if the street is accepted by the City.

4. Other Items.

Jim Watson reported to the Committee that there is a problem with Sunnyacres Water District. The manager has resigned, and the Water District is not current with their water bill. The City Attorney is researching what will be our recourse to achieve the needed improvements in that water district. This is important in that other water districts on aging systems will find themselves in similar predicaments, and the City must take a consistent approach in the handling of the water districts.

Roger Gano stated that he has submitted a proposal to Sunnyacres Water District to help in the management of their system, and wanted to let the Committee know of his possible professional involvement.

Bert Teitzel reported that he is having a structural analysis done on City Hall, and that the engineers have asked that we put the roofing project on hold for a couple of weeks while they analyze their findings.

20005-00699

MINUTES OF A MEETING
OF THE PUBLIC WORKS COMMITTEE

Thursday, 7:30 P.M. Wastewater Treatment Plant December 14, 1989

Members Present: Alan Halstead, Donna McCain, Jack Nulsen, Donna Proctor

Staff Present: Duane Cole, City Manager
 Bert S. Teitzel, Director of Public Works

OLD BUSINESS:

Bert Teitzel gave a report on the status of the discussions with Ashbrook-Simon-Hartley (ASH) on the repair of the composter. The City has received a draft agreement from ASH, which Staff is preparing a response for. Mr. Cole stated that he felt there are four areas of disagreement, and he felt these could be worked out. There was a motion by Jack Nulsen, second by Donna McCain, to recommend to the Council at their January 16, 1990 meeting, that if ASH has not signed an acceptable agreement with the City by that date, that the Council authorize legal action be taken to repair the composter. Motion carried.

Bert Teitzel announced that Ronita has resigned effective December 29, 1989.

NEW BUSINESS:

Bert Teitzel gave a brief presentation on what a Capital Improvement Program (CIP) consists of and how the Committee will be involved in developing the CIP. Attached is an outline of that presentation.

Improvements to the water system were discussed and Mr. Teitzel went through the attached list of water system projects to be included in the CIP. The consensus of the Committee was to accept these projects as explained, and include them in the CIP.

The following is a list of items that the Committee members discussed and asked staff to look into.

1. On Monday, December 11, the water at Renne School had a bad taste to it.
2. The highway sign which faces east on Hwy. 219 at Villa Road does not say "City Center".
3. The hedge at Towne and Country Motel is creating a site obstruction for vehicles entering the highway.
4. The septic tank at the house on the southeast corner of Meridian and Crestview has a bad odor during wet weather conditions.
5. The birch trees at the intersection of Meridian and Crestview are causing a visual clearance problem.

CAPITAL IMPROVEMENT PROGRAM
REVENUE AND EXPENDITURES

I. REVENUE

- A. Utility Rates
- B. System Development Charges
- C. Developer Cost
 - 1. Oversize Policy
 - 2. Up Front Cost
- D. Bonds
 - 1. General
 - 2. Revenue
- E. Gas Taxes
- F. General Taxes

II. EXPENDITURES

- A. Water
- B. Sewer
- C. Storm Sewer
- D. Streets
- F. Facilities
 - 1. City Hall
 - 2. Senior Center
 - 3. Fire Station
 - 4. City Garage
- G. Parking

III. C.I.P.

- A. Capital Budget
- B. Five Year Plan
- C. Future Needs