



City of Yachats
PUBLIC WORKS & STREETS COMMISSION

May 14, 2019
Draft Minutes

I. Call to Order

Chair Bob Bennett called the May 14, 2019 regular meeting of the Public Works and Streets Commission to order at 3:00 pm in Room 1 of the Yachats Commons. Members present: Bob Bennett, Tom Bedell, Ann Stott, Ron Urban, Tom Fisher, Larry Nixon, and Don Groth. Absent: Larry Nixon. Staff present: Wastewater Plant Lead Dave Buckwald and Water Treatment Plant Lead Rick McClung. Audience: 5.

II. Minutes of April 9, 2019

Page 2, Lines 13 and 36: Bennett has two t's

Commissioner Urban moved to approve the April 9, 2019 minutes as amended: Aye – 6; No – 0.

III. Reports

A. Public Works Department

Dave Buckwald reported 9.11 inches of rain in April 2019 and noted the 3 million extra gallons of water treated. Buckwald highlighted items in his report. Buckwald reported the Vac Truck broke down in the field and the crew repaired the problem. He added the camera inspections on Combs Circle revealed a sizable leak which was repaired. Public Works completed the purchase of a 2000-gallon water truck to be delivered in June 2019.

Commissioner Nixon asked about possible septic tanks near the shoreline, and Buckwald noted there were no septic systems along Oceanview Drive.

McClung reported the crew worked on Horizon Hill where the slide testing was occurring. He reported the contractor had to go down 50 feet to hit basalt and noted most of that area was fill. He explained they installed a monitoring device. He speculated that the motion was likely due to the fill and not a moving hillside.

McClung reported they received the bids for E 2nd Street and W 1st Street which \$193,000. He stated E 2nd Street would be covered by the grant excepting the costs previously expended.

McClung reported he walked Oceanview Drive with the County representatives to determine nuances for paving and issues around draining, noting that while drainage usually sends the water to both sides of the pavement, this design will send all water to the land-side of the street which would then go through a culvert to the ocean. The county hoped to have paving

1 completed by the end of June 2019. McClung noted the guardrail project would occur after the
2 completion of the archeological study. Manager Beaucaire added that the City would incur the
3 costs on engineering paid prior to receiving the grant monies. She also noted that waiting on the
4 guardrail replacement will allow the pavement to cure, thus making it less likely that the
5 installation would cause breaks in the pavement. McClung stated the engineering costs to date
6 were for engineering design (\$4,000) and staff time (\$1,000).

7
8 Commissioner Groth asked about the impact of the dry spell on creek flow. McClung stated that
9 the flows went down but quickly returned with the recent rain.

10
11 McClung asked if he could get approval for a grant for \$50,000.

12 13 **B. Emergency Preparedness Committee**

14 Rick McClung noted there was no money allocated to Emergency Preparedness in the current
15 budget. He explained Public Works charges hours to Emergency Preparedness, noting they had
16 put time into putting up the seven assembly area signs. Bennett noted there are other projects
17 upcoming that would likely require hours from Public Works.

18
19 Bennett recalled that Emergency Preparedness has planned to conduct a tabletop exercise with
20 the Fire Department simulating a major hotel fire.

21 22 **C. Solid Waste District Advisory Council**

23 Commissioner Nixon reported the District provided information to the Lincoln County
24 Budgeting Committee. He reported there is activity around finding and developing new markets.
25 He added that Green Schools was being promoted again. Nixon stated there was movement to
26 establish a county-wide visitor environment impact fee. Nixon indicated they had not decided on
27 how the fee would be collected.

28
29 Manager Beaucaire reported she attended a Coastal Manager's Meeting and most jurisdictions
30 were waiting to see what the state decides. She added that recyclers noted the cost of single use
31 plastic bags was on par with paper bags.

32 33 **D. Financial Report**

34 Groth noted the budget numbers were through March 30, 2019, not April 30, 2019. Manager
35 Beaucaire noted there would be no delay in reporting the numbers with the new accounting
36 software. Bennett suggested that the Commission might be getting too much information on the
37 financials and noted what information they used to receive. Bennett suggested the pertinent
38 numbers would be the budgeted amount, amount spent this month, year to date expenses, what
39 was left to use, and percent used. Bennett asked Commissioners to think about what they would
40 like to see and discuss that at their June 2019 meeting.

41 42 **IV. Current Business**

43 **A. Utility Billing System Review**

44 Bennett explained some of the documents in the packet and highlighted the problems with large
45 users in both over-billing and under-billing and was not yet resolved. Bennett suggested that
46 account holders of accounts that had miscalculated charges would need to be notified. He
47 suggested the Council would need to decide what to do about these over/under amounts.

1
2 Commissioner Stott reported she spent considerable time getting up to date and has concluded
3 that these questions would be more appropriately handled by the Council. Stott preferred
4 Suggestion #1.

5
6 The Commission agreed to recommend to Council that they notify the impacted users of the
7 issue of over/under charges before releasing information to the public.

8
9 Bennett also noted there has been double-billing on CIP charges and added that this problem has
10 been fixed. Quinton Smith clarified that that these charges began on February 1, 2015.

11
12 Bennett noted there were two suggestions for what to recommend to Council. Commissioner
13 Bedell asked that an annual audit occur regardless of what approach was taken. Urban
14 questioned whether the City had the ability to implement Suggestion #1. Bennett believe there
15 were Commissioners and other residents who could do this.

16
17 Bedell asked if the overall impact was revenue-neutral. Bennett explained the original targets
18 were to add \$100,000 to each water and sewer revenues, which should have made the water
19 system revenue-neutral to residents.

20
21 Bennett added that they needed to look at whether their base rates were covering their expenses.
22 Bedell suggested they City should do this analysis every few years. Bennett suggested that this
23 question was the purview of this Commission and the Finance Commission.

24
25 Urban, Groth, Stott, Fisher, Bedell, and Nixon all preferred Suggestion #1. McClung favored
26 Suggestion #2. Beaucaire recommended Suggestion #2 noting this was a highly specialized skill
27 that takes into account future issues such as capital improvement projects, the age of the current
28 infrastructure, changing cost of pipe, current weather conditions impact on lifespans, what are
29 fair user rates for all groups, and rates along the coast.

30
31 Bennett noted the water master plan would include an assessment of infrastructure and suggested
32 analysis of infrastructure not be part of a water rate study.

33
34 Manager Beaucaire added that the City Attorney and auditors recommended Suggestion #2.

35
36 Helen Anderson stated that while the local people doing the analysis now were good at math and
37 models but did not believe they were skilled at water rates. She stated she would be more
38 comfortable with an impartial third party setting the rates and she did not have confidence the
39 group would get the numbers correct on their third try.

40
41 Groth changed his position to Suggestion #2.

42
43 Drew Roslund (Overleaf and Fireside) supported Suggestion #2 for reasons provided by staff and
44 for the reason that hotels could be blamed for not paying their fair share. Roslund explained his
45 background on the Commission, in planning, and with previous problems in developing the
46 current structure and miscalculations.

1 Anderson added that water conservation was another issue that should factor into the rate system.

2
3 Groth asked Roslund what he could do about conservation. Roslund indicated they have
4 installed efficient washers and already have low-flow toilets. He noted he charges \$75 per night
5 for the in-room hot tubs which equates to an extra \$2,000 in transient rental taxes to the City
6 each month. He noted he has two hot tubs in his spa which are required to be dumped monthly.

7
8 Sara Moore favored Suggestion #2.

9
10 Nixon noted Suggestion #2 relieved the Commission of being the “bad guy” and personalizing.

11
12 Bennett reviewed the objectives he started with in his model to be algorithm-based, to be revenue
13 neutral, to shift some burden onto the vacation rentals, and to balance with large users.

14
15 Fisher stated he was previously leaning toward using an outside source (#2), in part, because the
16 residents might be more trusting of an outside agency. Bedell indicated he could see the
17 advantage of Suggestion #2. Nixon asked about costs and McClung indicated the water study
18 would be \$13,000 and the wastewater study would be \$11,000. Nixon leaned toward Suggestion
19 #2. Urban indicated he could support either option. Groth favored #2. Stott stood with her
20 opinion that they have the skills to do the work and favored Suggestion #1.

21
22 Bennett summarized the Commission had a slight edge toward Suggestion #2 (5 favor, 2 not).
23 Bennett explained they would have to provide some direction to a third party to do a rate study.
24 He identified some of the unique characteristics of Yachats where there was a higher proportion
25 of businesses, a large hospitality industry, and a large number of vacation rentals.

26
27 Bennett stated the recommendation of the Commission to the Council was to pursue a third party
28 to conduct a water rate study.

29
30 The Commission clarified that the wastewater study would include waste from restaurants and
31 the brewery. Buckwald noted DEQ requires an analysis of industrial waste.

32
33 Groth moved to recommend to the City Council that they engage professional services to
34 conduct a rate study for water and wastewater, with the Public Works and Streets Commission
35 providing parameters for the studies: Aye – 7; No – 0.

36
37 B. Clean Sweep

38 Anderson reported Dahl would provide:

- 39 - 30-yard drop box for brush
- 40 - 30-yard drop box for metal
- 41 - 30-yard drop box for trash
- 42 - 20-yard drop box for electronics
- 43 - 95-gallon can for bulbs
- 44 - 95-gallon can for batteries

45
46 Dahl would not take plastic bags, tires, paint, and chemicals.

1 Nixon reported Dahl will be having a paint drop-off day at the Waldport Transfer Station in the
2 future.

3
4 Manager Beaucaire asked Bennett if he could arrange to have volunteers help with glass and
5 trash cleanup. Bennett recalled they were considering using Jobs Corps students for clean-up.
6

7 **V. New Business**

8 **A. Speed Signs on Highway 101 on north end of town**

9 Bennett reported the Fire Department has asked the Commission to work with them to send a
10 request to ODOT for moving the speed limit signs further to the north given the doubling of
11 residents on Fisterra and the move of the Fire Station to that area.
12

13 Bedell moved to recommend to Council to that they ask ODOT to consider moving the speed
14 limit signs on Highway 101 further north, to add an emergency lighting system on the Highway
15 for the Fire Department, and to add a crosswalk at Diversity Drive: Aye – 7; No – 0.
16

17 **VI. Other Business**

18 **A. From the Commission – none**

19
20 **B. From Staff**

21 Buckwald clarified that the DEQ requirement was for a significant industrial users survey.
22

23 **C. From the Floor**

24 Roslund suggested that, regardless of how the City decides to handle the water rates, the City
25 allow large users to come see the status of their water accounts and how they might be impacted
26 with a new rate. Roslund asked what the City was planning to do with billing between now and
27 when the new water rates might go into effect. Stott noted the Commission was recommending
28 to Council that they consult with the heavy users.
29

30 Manager Beaucaire reported the City planned to move three years of water date to the new
31 billing system and the water rate study was expected to take 4 to 6 weeks.
32

33 Urban expressed concern that the over/under charges were continuing to occur. Manager
34 Beaucaire reported the Council knew this was an urgent matter. Groth asked if the correct rates
35 were being input into the new system. Manager Beaucaire noted the Council would need to
36 decide if they have the correct formulas to implement any rate change. Stott clarified there were
37 two studies that both indicated problems but also had minor differences.
38

39 With no further business before the commission, Bennett adjourned meeting at 6:06 pm.
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43

44 _____
45 Bob Bennett, Chair

_____ Date

46
47 Minutes prepared by H.H. Anderson on June 7, 2019.