

LA PINE PUBLIC WORKS COMMITTEE AGENDA

Tuesday, June 11, 2013

Regular Meeting – 9:00am

16345 Sixth Street, La Pine, Oregon 97739

A. Regular Session

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Approval of Meeting Minutes
5. Project Updates
 - a. Engineering Selection Process
 - b. City Hall Frontage Project
 - c. Finley Butte Sidewalk Project
 - d. Huntington Road Sidewalk Project – Crescent Creek to Bi-Mart
 - e. Street Lighting Project
 1. Huntington Meadows
 2. Finley Butte Road
 3. Crescent Creek Subdivision Entrance
6. Sidewalk Maintenance
 - a. Sidewalk Repairs
 - b. Sidewalk and Swale Brush Clearing
 - c. Sidewalk Sweeping
7. Meeting Time
 - a. New Meeting time 10am – noon (2 hours)

8. July and August Summer Meeting Cancellation Contingency Plan
 - a. July and August meetings may be canceled if no regular business to conduct
9. Other Issues/Concerns
10. Public Comments
11. Staff General Comments
12. Committee Member General Comments
13. Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects to be considered or discussed at the above-referenced meetings. This notice does not limit the ability of the Public Works Committee to consider or discuss additional subjects. These meetings are subject to cancellation without notice. These meetings are open to the public and interested citizens are invited to attend. The meeting location is accessible to persons with disabilities. A request for interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Patti Morgan at (541) 536-1432.

LA PINE PUBLIC WORKS COMMITTEE MINUTES

Tuesday, June 11, 2013

Regular Meeting – 9:00am

16345 Sixth Street, La Pine, Oregon 97739

A. Regular Session

1. Call to Order

Chairman Tom Weller called the meeting to order at 9:03 am.

2. Establish Quorum

A quorum was established, the following members were present: Chairman Tom Weller, Vice – Chair Linda Johnston, Arlo Fertig, Bill Sawders, Doug Ward, and Russ Smith. Jim Fleming was absent by prior arrangement. The following staff were present: Rick Allen – Interim City Manager and Interim City Recorder, Scott Perkins – Public Works Manager, and Ashley Williams – Utility Billing Specialist.

3. Pledge of Allegiance

Doug Ward led the Pledge of Allegiance.

4. Approval of Meeting Minutes

Bill Sawders made a motion to accept the minutes. *Doug Ward seconded the motion. Motion carried unanimously.*

5. Project Updates

a. Engineering Selection Process

City Manager Allen stated that we would be adding a report from Joe Bessman about the TSP (Transportation System Plan) to the agenda under “other issues/concerns”.

City Manager Allen stated that the first part of the process used for selecting an engineer was selecting the engineering firm, and the second part of the process was negotiating price. He stated that the engineering firms that were selected were Century West Engineering for the Sidewalks and other projects within the City of La Pine. He stated that Anderson Perry Engineering Firm was selected to complete the studies on both the Wickiup Junction Sewer Lift Station, and the La Pine Industrial Park water flow.

City Manager Allen stated that now he, on behalf of the City Council, would negotiate prices with these firms. He stated that he thought it was a good opportunity, since the City had not used an engineer for any projects, to select two firms to work with.

b. City Hall Frontage Project

City Manager Allen stated that the City would be starting this project as soon as possible. He said that he didn't think that it would be completed by the due date, but that ODOT was willing to work with the City as long as the project was being worked on. He said that the City of La Pine would complete this project by this winter. He said that we will need to start discussing the details about this project soon (bushes, lights, trees).

Arlo Fertig suggested going out for bid on this project, or any project, during the winter because the bids are generally lower. Joe Bessman, from Kittleson and Associates, stated that there would need to be accommodation for a flashing beacon light near this intersection. Tom Headley, from Century West Engineering, stated that Century West had intended to work closely with Kittleson and Associates to assure that the sidewalk project meets the needs of the TSP project. Bill Sawders wanted to know if a flag pole would be included in the project, in response City Manager Allen stated that this question would be included in the discussion about the details of the project.

c. Finley Butte Sidewalk Project

City Manager Allen stated that this is the City's third priority on sidewalks. He stated that it will take some thought and money to accomplish this, and that Ashton Eaton's corporation may be looking at this park for a project. City Manager Allen stated that the money is not there for this project but it is still a very important project.

d. Huntington Road Sidewalk Project – Crescent Creek to Bi-Mart

City Manager Allen stated that the trail for this project will run from the Crescent Creek Subdivision to Bi-Mart. He stated that Little Deschutes Lodge would pay for the portion that goes through their property, Deschutes County would pay for the portion that goes through the La Pine Senior Center, and that the City of La Pine would be responsible for the portion from the La Pine Senior Center to Bi-Mart.

e. Street Lighting Project

It was discussed that we will need to decide on a standard for the lights that are installed. City Manager Allen suggested keeping the Acorn Style that is already installed on the Huntington Corridor for the remaining part of that corridor up to

the La Pine Senior Center. The use of solar lights was discussed. Tom Weller stated that he is opposed to solar lights. He stated that Solar Lights are more costly than having regular energy efficient lights installed. Linda Johnston stated that she would appreciate looking at lights that were resistant to vandalism.

1. Huntington Meadows

It was discussed that the lights installed in Huntington Meadows would set the standard for what kind of lights we would like to see installed in subdivisions. Scott Perkins, Public Works Manager, stated that the Public Works Crew would dig the trenches for these lights and lay the conduit. Scott stated that no electrical work would be done by the Public Works Department.

2. Finley Butte Road

Tom Weller stated that a test light would be installed at one of four locations on Finley Butte. The possible locations were Bonnie Way, Hinkle Way, Evans Way or Preble Way. The Committee had consensus to install the light at Hinkle Way in front of the park. Tom stated that these lights would be installed on existing poles. Arlo Fertig suggested that committee go out and look at the light in the evening and gather our thoughts on what it looks like.

3. Crescent Creek Subdivision Entrance

It was discussed that the lighting for the Crescent Creek subdivision would be hard wired into the Midstate Electric System and would also use the design selected for subdivisions.

6. Sidewalk Maintenance

a. Sidewalk Repairs

Public Works Manager Scott Perkins stated that he walked around on the sidewalks within the City and found some repairs that needed to be done. He stated that the repairs are in front of La Pine Property Management's building on Huntington, as well as another repair on Huntington by Heritage Park. He stated that there is an additional repair on Wheeler Road where a snow plow had damaged one of the sidewalks. He said that the Public Works Crew would clean up where the sidewalks would need to be poured and contract out the pouring of these sidewalks. Bill Sawders stated that there is some new damage to a sidewalk on Mac Court.

b. Sidewalk and Swale Brush Clearing

City Manager Allen stated that after walking through some of the subdivisions he has come to the conclusion that the system designed within the City's

subdivisions for drainage swales is flawed. He stated that many people are parking in these swales and as a result the pavement is breaking off. He stated that some of the swales have much damage, while others do not. He noticed less damage in the areas where people owned their homes, as opposed to the areas that had more rental homes. He stated that this is going to be very costly to repair in the future and that the City will not have the funding to do it. He suggested creating a new standard for street parking to remedy this issue.

c. Sidewalk Sweeping

Presentation by Joe Bessman was added to Other Issues and Concerns.

Scott Perkins stated that ODOT (Oregon Department of Transportation) would be installing the Ashton Eaton Blvd. signs. Scott stated that some of the poles would have to be relocated to accommodate for the size of the signs. Because of this he felt that it would be ideal to have ODOT put the signs up, since they own the poles that would need to be relocated. Mr. Perkins stated that ODOT would be providing him with a quote by the end of the week.

Arlo Fertig stated that when the City of La Pine hires a new City Manager he would like to see us assure that there is a “who, what, when, where, how” policy that must be abided by. He stated that it is important that we know who will be doing the work before we have any ceremonies about a project.

7. Meeting Time

a. New Meeting time 10am – noon (2 hours)

Arlo Fertig made a motion to move the meeting time back to 10 am. *The motion was seconded by Doug Ward. Motion carried unanimously.*

8. July and August Summer Meeting Cancellation Contingency Plan

a. July and August meetings may be canceled if no regular business to conduct

It was discussed that there may be a need for a joint meeting with the City Council and their sub-committees in regard to the TSP. Mr. Bessman stated that if this meeting was in July, that evenings would be best for him.

Doug Ward made a motion to cancel the July and August meetings and leave it up to staff to keep the committee updated. *The motion was seconded by Arlo Fertig. Motion carried unanimously.*

9. Other Issues/Concerns

Joe Bessman, with Kittleson and Associates, gave a presentation on the TSP (Transportation System Plan). He provided the committee with a handout that

highlighted some of the current points that he would like feedback on. He stated that currently the TSP report is about 110 pages and that a draft copy would hopefully be available by the end of June. He said one of the important things that the TSP will cover is shared driveways. He said that the City already has a lot of accesses and will need to be strict about the importance of sharing accesses. Mr. Bessman requested that the committee e-mail City Manager Allen or himself with any feedback about the handouts or anything regarding the TSP project.

10. Public Comments

11. Staff General Comments

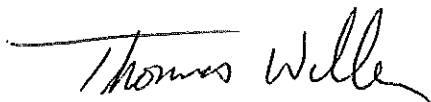
12. Committee Member General Comments

Bill Sawders stated that his water bill is too high. He said that his neighbor waters his lawn more than he does, but their water bill is lower than his. It was discussed that the Public Works staff had checked Mr. Sawders' meter for a leak. City Manager Allen stated that water is expensive no matter where you live.

Arlo Fertig stated that he was happy to be updated on all of the things that are happening. Bill Sawders stated that he is impressed with the crossing that is going in at William Foss Road and Highway 97. Linda Johnston said that she is happy that Russ Smith has joined the committee and welcomed him.

13. Adjourn

Bill Sawders made a motion to adjourn. *The motion was seconded by Doug Ward. Motion carried unanimously.*



Chairman, Tom Weller

Attest:



City Recorder, Rick Allen