



CITY OF LA PINE PUBLIC WORKS COMMITTEE MEETING MINUTES

Tuesday, April 11, 2017

10:00 a.m. Regular Session

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

1. Call to Order

Chairmen Jim Fleming called the meeting to order at 10:00 a.m.

2. Establish Quorum

Present: Linda Johnston, Jim Fleming, Russ Smith and Jayne Benner

3. Pledge of Allegiance

Jim Fleming led the pledge of Allegiance.

4. Approval of February 14, 2017 Minutes

Russ Smith made a motion to approve the 2/14/17 Meeting Minutes. Jayne Benner seconded. Unanimously approved.

5. Landscaping Maintenance Contract

Jake said that the City owns a lot of areas that need to be landscaped. He said that in the past we used to go on a year- to-year contract and that he's reached out to local companies and received three or four bids back. He went with the middle bid, which was Little River Design. He stated that they seem very thorough and thinks they will be a good partner. They may also do the improvements on 1st Street. Linda Johnston asked who improves the swales. Jake said that when we go forward with the west side street cape, the City would put in less lawn since it's harder to maintain. Jim Fleming had some questions about what all was covered. Jake said that there is a yearly contract and they have started now, but not on a weekly schedule yet. Jake stated that the staff helped a lot with rock removal.

6. 1st Street and Hwy 97 Pre-Construction Meeting

Jake stated that there was a pre-construction meeting with Vic Russell last week and that they already started. The goal is for the project to be done before the end of May. Becon is taking the lead on this. Jake stated that it will be low maintenance and only bunch grass.

7. Swale Vector Clean-up and ODOT Potholing of Utilities

Jake said the staff removed much of the rocks in the swales with the vector truck. As part of that project, he helped pothole with ODOT so they could see where the utilities were for the highway frontage improvement project. Jake said that ODOT will likely need to move some hydrants, and if any lines need to be moved ODOT would likely pay for those. Jayne Benner questioned who was responsible for maintaining sidewalks where there are no buildings. Jake said that sometimes the City takes care of those types of issues to keep the flow consistent. Russ Smith said that he thinks that it is a good idea to keep in touch with the property owners on whether they are responding or not. That way the staff can be compensated for their time since they are clearing.

8. GIS (Geographical Information System) Proposal

Jake said that this would be a digital mapping system. He believes it's a good opportunity and would be very vital for where our lines are located. There was some discussion about the different types of software and who uses them. Jake said the AP would waive a lot of the fees because they already have a lot of our data. There was a discussion about the need to know where septic tanks are located. Jake said that it would only be City water and sewer and that he could not access the data for Cagle. Jayne Benner asked how new our concrete tanks are. Jim Fleming stated that his was installed in 2000. Jake said there would be an annual fee for the program once it has been implemented. The fee would be around \$2000 per year. Jim Fleming suggested recommending purchasing the GIS system to the City Council. Jake said he talked to Tom Weller about it, and Tom was receptive. Russ Smith asked if this would be compatible with Deschutes County Dial. The answer was "yes." There was a discussion about how the various agencies will be able to transmit and share data. The City will get 24 hours of technical support. ***Russ Smith made a motion to recommend the GIS system to the City Council for purchase. Linda Johnston seconded. Unanimously approved.***

9. Update on Water and Wastewater Improvement Projects and potential open house

Jake said that we are still moving forward on the water and sewer projects. We have a grant administrator and are going through bonding for USDA. He said that we should hear back pretty soon about these funds and their availability. The City will have an open house once we hear back.

10. Mosquito Abatement Contract

Jake said that mosquito abatement usually starts in May, but the City is having him start now. He will start by killing larva, which is something new. The City will put information regarding MSDS and such on the City's website.

11. Tour dates for Public Works Facilities

Jake recommended June as a time for the committee to tour the facilities. Russ Smith said that June would work really well for him. Jake said that he has some stuff that he wants to get done before taking people out there, but Jake will select a date in June for the tour.

12. Other Issues/Concerns

Russ Smith said that flooding is happening in the river. Jake said that he knows that the bridge on Burgess is sturdy. He said that he has been getting calls, and generally he has sent these calls to the County. There was discussion about what will happen if the river floods. Jake said we will have to call in an emergency. Jayne Benner asked about sand bags and Jake said that the City has them on hand if needed.

13. Public Comments

None

14. Staff General Comments

None

15. Committee Member General Comments

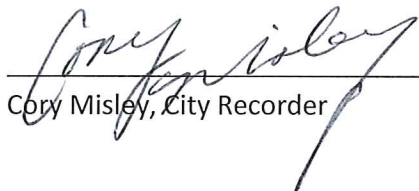
None

16. Adjourn

Jim Fleming made a motion to adjourn. Linda Johnston seconded. No objections. Meeting adjourned.


Chairman

Attest


Cory Misley, City Recorder

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is open to the public and interested citizens are invited to attend. The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session. The meeting location is accessible to persons with disabilities. A request for an 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 (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY

