

The Public Works Committee of the City Council for the City of Junction City met on Monday, February 4th, 2019, at 6:30 p.m. in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT WERE: City Administrator Jason Knope, Public Works Director Gary Kaping, Councilors Dale Rowe, Bill DiMarco, and John Gambee.

ABSENT WERE: None.

I. CALL TO ORDER

Chairman Dale Rowe called the meeting to order at 6:30pm.

II. CHANGES TO THE AGENDA

There were no changes to the agenda.

III. APPROVAL OF MINUTES – January 7, 2019

The consensus of the Committee was to approve the minutes as written.

IV. PARKS AND OPEN SPACES DIVISION

City Administrator Jason Knope informed the Committee that the changes that were made in the Parks budget last year did not work out. The concept of using two seasonal workers during the year for parks did not provide the amount of labor necessary to get all the basic work done. This was especially seen during the fall months.

City Administrator Knope would like to increase the labor availability within Parks. There are changes going before the Community Services Committee that will free up some more funding within Community Services for the Parks piece.

In talking with Director Kaping, one of the things that has been on the radar for a number of years, is starting to better address storm water within the City. The City knows that this is going to be a requirement in the near future. The thought is to shift the groundskeeping duties to the Utility Laborer and roll that position into a parks and open spaces worker. The two seasonal positions would then be dropped, and an additional full-time parks and open spaces worker would take their place. This would give the division two, full-time employees year-round who would be supervised by the Treatment Worker who currently does the storm water work. The discussed changes will cost the Parks Department \$35,000 more a year than they are currently paying. This fits within the rest of the reorganization plan that Director Knope is doing with the rest of the Community Services Division. Discussion followed.

City Administrator Knope stated that the next step will be to take it in front of the Community Services Committee. If accepted, he will write the job descriptions and bring them back in front of this Committee before going to Council.

V. WATER TOWER UPDATE

Director Kaping stated that back before the Committee tonight is the topic of the water tower. The Council had directed him to get bids from structural engineers on what it would take to make the water tower stable without water. Director Kaping reached out to four companies. Two of which told him they were not interested while on the phone. The other two came out and inspected the tower. Neither of those companies have contacted Director Kaping back.

Director Kaping asked for direction from the Committee on how they would like him to move forward. Discussion followed.

City Administrator Knope asked if Director Kaping had gotten an Engineer's estimate based on the original structural engineer's findings. The idea would be that it would give the City a dollar about to earmark without being required to go through a formal bid process. Discussion followed.

ACTION: The consensus of the Committee was for Director Kaping to ask HBH Engineering for an Engineer's estimate on the structural work.

VI. AGENDA FORECASTER REVIEW

Tonight's agenda items were added to current business. Director Kaping will add the Water Filter topic to the agenda forecaster by the next meeting.

Director Kaping informed the Committee that he will be putting the test well project on the back burner and instead focus his attention at making a better production well at 3rd and Cedar.

VII. OTHER BUSINESS

Director Kaping would like the Committee's opinion on streamlining recycling. Currently the recycle driver is doing each route twice per day in two separate trucks to pick up commingle, glass, and oil. This is because there is no place to put glass and oil on the commingle truck.

Director Kaping would like the Committee's thoughts on not picking up glass curbside. Instead, opening a recycle center at the Public Works Shop that people can take not only glass but oil, commingle, cardboard, electronics, and scrap metal.

In previous talks with Oregon Department of Environmental Quality (DEQ) they have said that oil cannot be removed from the route, however, if the City can prove that they will collect just as much glass at the recycling center as they did curbside then DEQ will support removing it from curbside collection.

Director Kaping did not want to write a letter asking to remove glass from curbside collection without Committee approval. Discussion followed.

ACTION: The consensus of the Committee was for Director Kaping to write a letter to DEQ requesting to remove glass from the City of Junction City's curbside recycling route.

Director Kaping informed the Committee that the City will be revamping the hydrant flushing program to improve water quality. This revamping will cost the City some money. Some of the cost will be covered in this year's budget, but most will come out of next years budget.

Director Kaping received bids back today for Greenwood Street from 4th to 5th and from 5th to 6th, 5th Street from Greenwood to Front, 4th Street from Greenwood to the alley to the East, and 4th Street from Greenwood to Holly. The cost for the asphalt alone is \$173,300.00. With the addition of the concrete work needed the cost will be \$200,000 - \$225,000. If the Oregon Department of Transportation (ODOT) Exchange Program approves these projects the actual cost to the City will be \$10,000. Discussion followed.

ACTION: The consensus of the Committee was for Director Kaping to submit the discussed project for the ODOT Exchange Project.

VIII. ADJOURNMENT

As there was no further business, the meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Tiffany Shafer
Public Works Technician