

Water and Sewer Committee Meeting Minutes
February 18, 2020 – 5:30 pm
City Hall, 1840 Second Street, Columbia City, Oregon

Members Present-

Gordon Thistle, Chair
Karli Ebert
John Burdett
Charles Garman

Attendees-

Mike McGlothlin, City Administrator/Recorder
Micah Rogers, Public Works Superintendent

Meeting called to order at 5:30 pm.

1. Review of Budget Information: In order to prepare for the upcoming annual budget cycle, City Administrator Mike McGlothlin reviewed the Five-Year Capital Improvement Program (CIP) with the committee. At the conclusion of the CIP review it was the consensus of the committee to plan for carry over of the K Street Pump Station Improvements Project and the Steel Tank Abandonment & Sewer Main Replacement Project into the 2020-21 budget cycle. As a result of this project movement the Steel Tank Replacement Project and the Inflow & Infiltration (I&I) Reduction Project will also be moved to the 2020-21 and 2021-22 budget cycles.

2. Project Updates:

Source Water Protection Project:

- Construction of approximately 900 LF of storm water conveyance line, the decommissioning of two drywells located within the water source protection area, and the submittal of UIC closure reports in accordance with DEQ requirements were completed in the 2019-20 budget year. The project received a \$30,000.00 grant from Business Oregon to help defray the costs associated with this project.

Water Reservoir and Waterline Improvements Project:

- Replaced 3500 LF of cast iron waterline with PVC waterlines, added fire hydrants as needed, and added seismic upgrades to the lower level steel reservoir. These activities were completed in the 2019-20 budget year. Upper level reservoir coating improvements and seismic upgrades are pending completion. This project is funded by grants from FEMA and loans, parts of which are forgivable, from Business Oregon.

Fourth Street Water Line Replacement (I to L Streets) and Hydrant Installation:

- Remains projected for completion within the 2021-22 budget year.

Fifth Street Water Line Replacement (E to C Streets) and Hydrant Installation:

- Remains projected for completion within the 2022-23 budget year.

K Street Pump Station Improvements Project:

- Due to extended construction for the City's Water Reservoir and Waterline Improvement Project is planned to be moved to the 2020-21 budget year for completion.

Steel Tank Abandonment and Sewer Main Replacement:

- Preliminary engineering scope of work has been completed. Like the K Street Pump Station Improvements Project, associated construction delays from the Water Reservoir and Waterline Improvements Project have made moving this project to the 2020-21 budget year necessary.

Steel Tank Replacement Project:

- Due to the above mentioned construction delays, each portion of this project is planned to be conducted and completed in the 2021-22 and 2022-23 budget year cycles.

Inflow and Infiltration (I&I) Reduction Project:

- With the aforementioned projects being shifted as noted, this project is planned to be shifted to the 2021-22 budget year from the 2020-21 budget cycle.

E Street Sewer Main Replacement (west side of Hwy. 30 to Second Street) Project:

- This project remains for plans to be undertaken and completed within the 2021-22 budget year.

Tank Abandonment Project:

- This final phase of septic tank abandonments remains scheduled for the 2022-23 budget year.

3. Other Business: City issued Requests for Proposal (RFP's) for both septic tank maintenance and backflow assembly testing close on March 6, 2020 and March 13, 2020 respectively. A selection committee for each of these RFP's will be formed, in accordance with established procedures, in order to select the best qualified service provider. Chair Gordon Thistle and Citizen Member Charles Garman volunteered to serve on both of these selection committees. The remainder of the selection committee will be comprised of Public Works

Superintendent Micah Rogers, Public Works Supervisor Andrew Nollette, and City Administrator Mike McGlothlin.

4. **Adjournment:** Meeting adjourned at 6:14 p.m.