



## PUBLIC WORKS COMMITTEE MINUTES

4:00 PM March 3, 2021  
Microsoft Teams Virtual Meeting  
City Hall 2<sup>nd</sup> Floor Large Conference Room

### 1. ROLL CALL

Members Present: Ron De Valois, Jerry Kuiken

Members Absent (with Notice): Mayor Scott Korthuis, Councilor Gary Bode

Staff Present: City Administrator Mike Martin; Public Works Director Steve Banham, Programs Manager Mark Sandal, Sr. Admin. Assistant Miriam Kentner

Public Present: Gary Vis, Paige Hastings, Jordan Hastings, Kalise Hastings, Ron Hanson, Paul Skinner

### 2. ACTION ITEMS

#### A. **Approve Minutes from February 3, 2021**

De Valois motioned to approve the minutes and Kuiken seconded the motion.

##### Action

*The minutes from February 3, 2021 were approved.*

#### B. **Recommendation to Forward Bid for Foxtail Street Extension to March 15, 2021 City Council meeting for Award**

Committee discussed upcoming Foxtail Street Extension bid opening on March 4, 2021. Staff had been in communication with local contractors and is expecting a strong turnout. The City will be assessing a Latecomer Reimbursement to the unserved and undeveloped parcels abutting the road for the water and sewer utilities and sidewalk. Staff is coordinating utilities with Puget Sound Energy and Cascade Natural Gas.

##### Action

*The Public Works Committee concurred to recommend awarding the bid for the Foxtail Street Extension project at the March 15, 2021 City Council meeting.*

#### C. **Request for Crosswalk - Northwood at Brome Street**

Paul Skinner, resident at 2109 Ninebark Street, asked the committee to install a crosswalk on Northwood Road at Brome Street. He stated close to 100 dwelling units have been constructed on the east side of Northwood and more are planned. The new Middle School and City Park to the west generate increased pedestrian traffic. The Committee discussed the need for a crosswalk and the often-perceived safety of a crosswalk. The speed in this section of Northwood has been reduced to 25mph but because it was historically higher motorists tend to speed.

**Action**

***The Public Works Committee concurred to recommend the installation of a crosswalk on Northwood Road at Brome Street upon review by staff to determine the feasibility of a crosswalk in this area. Staff noted that installation could possibly take place in early summer.***

**3. INFORMATION ITEMS**

**A. Six Year Transportation Improvement Plan (2022-2027)**

Banham presented the Draft Six Year Transportation Improvement Plan (2022-2027) for review. The Committee discussed the current Federally funded projects. Banham asked the Committee to review the document for discussion at the next Committee meeting. The final Six Year Transportation Improvement Plan is scheduled to come before City Council for a Public Hearing at the first meeting in June.

**B. 7<sup>th</sup> Street Parking Lot Issues**

**1) Direct Access into Parking Lot – Door and Landing on West Side of Mural Building**

Ron Hanson, owner of the Mural Building at 610 Front Street, is asking for permission to install an emergency exit door in the wall displaying the Mural on the east side of the City's newly improved 7<sup>th</sup> Street Parking Lot. The door is needed for a 2<sup>nd</sup> exit from any first-floor commercial development. Banham explained he spoke with the City attorney who suggested that an easement can be prepared, likely as an amendment to the existing airspace easement which would include just compensation for the easement.

**Action**

**The Public Works Committee concurred to recommend that staff draft an easement agreement for access to the 7<sup>th</sup> Street parking lot, including compensation for this agreement, to be presented at a future City Council meeting.**

**2) Seasonal Outdoor Dining Using Parking Lot**

Hanson indicated that he understands that a special event permit would be needed to obtain permission to use the 7<sup>th</sup> Street parking lot for seasonal outdoor dining (follow-up from the February 3, 2021 Committee Meeting).

**C. On Call Contracts for Water and Sewer Evaluations of New Large Development Proposals.**

Staff stated on-call engineering contracts have been established with the two engineering consultants, BHC and RH2, who prepared the Sewer and Water Comprehensive plans respectively. The City can now use these firms to evaluate potential impacts from major development proposals on the utilities. Large projects can accelerate the need for plant improvements or require conveyance and distribution system improvements. Staff mentioned a couple of proposals currently being evaluated.

**D. Requirement to Connect to Sewer**

Sandal introduced Paige Hastings, Jordan Hastings and Kalise Hastings who are interested in developing the property south of 1403 Kamm Road into two lots. They have contacted the City to ask about sewer service for these lots or the feasibility of the City

allowing the installation of a septic system. Sandal presented a map showing the property location and of existing sewer lines which are all more than 400 feet away on Kamm Road or impacted by critical areas in other directions. This parcel is included in the recent Latecomer Agreement put in place by Bob Libolt for the sewer line constructed to the south. A large wetland lies between this property and that new sewer main. City staff indicated that septic system design and requirements are through the Whatcom County Health Department and is recommending that the owners contact them about constructing an onsite septic until sewer is constructed heading north on the parcel immediately to the west owned by Mr. Koetje. The City stated the property owners must sign and record a covenant requiring connection to City sewer and that they provide a 20-foot utility easement to the City along the south of their property for future sewer service to their property and those further to the east.

**E. Lynden Fire Station Street and Sidewalk Repair and ADA Compliance**

Staff indicated that the City is planning to replace the sidewalk on the North and East sides of the Fire Station and repair the damage caused by tree roots on Liberty Street. New sidewalk and ramps will meet current ADA standards. Street trees will be replaced with English Hornbeams (matching those in front of City Hall) with appropriate root barrier protection for the new sidewalks and curbs.

**F. Project Funding Application (Federal STBG - Surface Transportation Block Grant)**

Banham stated that staff will be applying for STBG funding through the Whatcom Council of Governments. Staff is considering application options as intersection repairs for 3<sup>rd</sup> and 1<sup>st</sup> Streets at Main Street, possibly to include concrete travel surfaces to handle heavy freight. Staff also mentioned that North Benson Road, which is also a federal route, is another possible candidate for this grant. This section of Benson is in the Pepin Lite improvement needs.

**G. Puget Sound Energy Electrical Extension on Main Street West of Guide Meridian**

The Committee discussed the installation of a primary electrical feeder extension along Main Street west of Guide Meridian to supply berry processing plants. Additional power is needed to avoid power disruptions and/or outages on the berry farms to the west. The City is coordinating the placement of this feeder with planned STBG-funded roadway improvements to West Main Street including a roundabout at the intersection with Berthusen Road planned for 2022.

**H. FEMA Reimbursement Estimate for WWTP Outfall Replacement Due to Flooding Jan/Feb 2020**

The Federal share of the WWTP Outfall riparian zone re-planting project reimbursement is 75% (\$84,671.19). The project is currently under final FEMA review.

**I. Advanced Arterial Intersection Signage**

Banham stated that staff recently received an email from Mr. Todd Williams, a City resident, expressing concern for the lack of advance arterial signage on Bender Road approaching Homestead Boulevard, Grover Street approaching Hampton Road, and on Main Street approaching 17<sup>th</sup> and 19<sup>th</sup> Streets. Williams requested the Committee consider adding advance intersection warning signage at these locations similar to that place in advance of intersections on county roads. Gary Vis suggested appropriately sized and place wayfinding signage might be a better way to make motorist aware of the services that make these intersections important.

**Action**

***The Public Works Committee requested that staff continue to observe the area, but not install any signage at this time but consider alternatives. This request will also be added to an upcoming meeting for further discussion.***

**J. PROJECT - Pepin Update**

- Main Street Bridge - 2022 construction is planned due to permitting and lead time on bridge materials. The engineer is finalizing the type, size and location (TSL Report) for the new bridge. The orientation of the bridge is driving a longer road closer.
- A Hazardous Materials Assessment and Demolition Estimate are being prepared for the Erdmann Property for the City to evaluate.
- A new exhibit showing the major project elements associated with the Pepin Lite Project was provide to the Committee. Staff is hoping to use this to apply for future state and federal funding based on the extent of the basin located in Canada and the proposed WSDOT culvert replacement on Badger Road (SR-546).

**K. PROJECT - Guide Meridian Pump Station**

Sandal stated that SEPA and Whatcom County Land Disturbance permits are in process. Staff is coordinating with the three property owners for easements and property acquisition. Staff is also developing the assessment reimbursement area for future Committee and Council approval.

The meeting was adjourned at 5:11 p.m.