

Oak Lodge Sanitary District
MASTER PLAN COMMUNITY ADVISORY COMMITTEE
Wastewater Treatment Plant Pre-Design Project
Summary of June 3, 2009 Meeting

The June 3, 2009 meeting of the Oak Lodge Sanitary District Master Plan Community Advisory Committee (MPCAC) convened at 6:10 pm in the Conference Room of the District Administration Building located at 14611 SE River Rd, Milwaukie, Oregon.

Committee members attending this meeting were Matt Anderson, Tom Foeller, Jerry Foy, Thelma Haggemiller, Greg Leedy, Myron Martwick, Bob Murch, Margaret Pritchard, Henry Schmidt, Leonard Waldemar, and William Wild (attending as representative of the District Board of Directors).

Members absent were Brad Smith and Leah Robbins.

Members of the Board of Directors attending in order to observe the proceedings were Jim Martin, David Seigneur, and Doug Woods.

District staff members attending were J. Michael Read, General Manager of the District; Brett Arvidson, Manager of Planning and Engineering, and Kay Deines, Administrative Support Specialist.

Consultants attending were Libby Barg and Clark Worth of Barney & Worth, Inc.; and Dave Green and Michelle Burkhart of CH2M Hill.

1. Dinner and Welcome
Michael Read welcomed everyone to the meeting and briefly reviewed the agenda items.
2. Treatment Plant Design Decisions
Michelle Burkhart of CH2M Hill described the proposed timetable for construction of the various parts of the project. Those scheduled for construction first are the new Pump Station No. 1 and renovation of the plant electrical system. Those facilities are considered to be in the most critical condition and are the likeliest to fail. Also included in the first phase of construction is renovation of a deck on the west side of the Service Building into a meeting room. The new meeting room is intended to serve as a training/conference room.
Following the initial construction work planned to begin later this summer will be Phase 1A of the treatment plant upgrade project. Design for Phase 1A will be completed prior to any construction and Phase 1B design will be taken to 60% in order to minimize conflicts between the two phases. It is possible that changes will be made in the plans as a result of suggestions from the Construction Manager or the General Contractor.

Michelle then discussed the planned placement of the various facilities within the treatment plant. She provided handouts showing the timetable and the proposed placement of facilities planned for construction in the early phases. There is a map for each phase reflecting the timetable. The maps do not show landscaping; they show only treatment facilities location; they are not meant to show the final appearance of the

treatment plant, only the facilities planned for each construction phase and their placement.

a. Discussion

Greg Leedy asked about the placement of the odor control facility, which is closer to his home than on the previous map. Michelle stated that the facility, which will be at ground level on the east side (with gradually taller outside walls on the west side that contain the odor control media) was moved further to the south in order to provide access for maintenance.

Thelma Haggemiller asked about the timing of construction of the trail along the roadway frontage. Michelle and Dave explained the constraints for that construction. The plans call for realignment of the driveway to meet up with Fair Oaks Ave. as soon as possible to allow the existing driveway area to be used during construction. The timing of the trail construction will depend on the facility construction schedule. As Thelma noted, the trail will be visible to the public and will provide safe pedestrian access away from construction traffic on the roadway. The current plan calls for the trail to be constructed either later this summer or in the spring. The staff and the consultants agree that it should be constructed early on in the project, if feasible. When the CM/GC team is on board we'll have a better idea about when to construct the trail.

During discussion of the road and the planned upgrade, Brett Arvidson stated that the current plan is to put a lift on the road once Phase 1A is completed and then install the final lift and improvements after Phase 1B has been completed.

Greg Leedy asked if there would be much construction traffic on Fair Oaks Drive to enter the construction site on the easement adjacent to the former Chaney home. Brett stated that only incidental traffic would be using that easement as it is not sufficient for heavy construction machinery. Brett noted that because the house adjacent to Greg's home will be used as the construction office there will be significant car and pickup traffic to that building. No upgrade is planned for Fair Oaks Drive.

3. Financial Plan

Michael Read explained the Oak Lodge Sanitary District planned rate increase and the 2009-2010 Annual Budget. He explained that the increase in sanitary sewer rates will be dedicated to the construction project, and does not reflect an increase in operation and treatment costs. Michael explained that the increase for this year was earlier projected to be 10%, however due to expected lower interest rates for bonds and the possibility of receiving Federal Government stimulus funds, staff was able to reduce the increase to 8%. This reduction may necessitate one additional year of a 9% increase, but that is not definite. This year the average sanitary sewer rate for a single family residence within the District will increase from \$29.33 to \$31.46.

The District still has a chance of receiving stimulus funds, which would pay for approximately 10% of the project. It would be nice to receive those funds, but neither

the project nor the lower than expected rate increase hinges on them. Brett has been and still is proactive in keeping the project before the DEQ staff who are developing the list of recipients. Michael expressed his appreciation to Brett, Michelle Burkhart, and Dave Green for their efforts to keep DEQ apprised of the District situation, and also to make sure that DEQ staff has reviewed the information and reports we have submitted to them. They have made sure that DEQ has acknowledged and reviewed the information provided to them by the District.

Discussion followed on the budget for the wastewater treatment plant project and for SWM projects, and the stimulus funding. Various Committee members requested information that they could use in letters to send to DEQ commenting favorably on funding for the District project. Michael stated that staff will provide a list of talking points for the Committee members. That information will be sent out by e-mail in the morning. Michael and Brett stressed that comments to DEQ should only be sent to the staff person designated to receive them, not to any other staff at DEQ. Copies of the letters can be sent to State and/or Federal legislators, but should not be sent to DEQ administrators. Michael emphasized that Oak Lodge Sanitary District is only one of a very large group of entities that are competing for these funds.

4. Future Role of MPCAC

Libby Barg led a discussion of the future role of the MPCAC at Oak Lodge Sanitary District. She noted that the Committee last year fulfilled all of the assignments presented to it and has for the past three years been key in the development of the Sanitary Sewer Master Plan and the refinement of that initial plan to the present state of the project.

Discussion followed among the Committee members on the benefits of various options, including combining the SWMCAC and the MPCAC, maintaining the current two-committee setup and changing the name and the role of the MPCAC, sunsetting the MPCAC, and no changes. Possibilities and opinions discussed in the meeting were:

- One committee with two functions – A single committee addressing both services provided by the District. After discussing the pros and cons of a combined committee, it appeared to be the consensus of the members that maintaining two committees is the best option. Many felt that combining the Surface Water and Sanitary Sewer options would tend to dilute the interests of the members, and probably eventually have essentially two committees, as members would attend only those meetings addressing the service they were most interested in. There were members in favor of a large committee, though, and that is still a possibility.
- Two committees – one for sanitary sewer and one for surface water. This met with the most approval, with the proviso that the committees be opened up to additional volunteers, and that anyone interest be admitted to committee membership. It is the majority opinion that the current committee, with the membership consisting of everyone who expressed an interest and applied to serve, was a success. In addition, members suggested that the members of each

committee be invited to join the other committee. Periodic combined meetings of both committees were suggested. Members stated their appreciation of their fellow members, who all extended courtesy to everyone and listened and considered all ideas and opinions.

- Name – Currently it is the Master Plan Community Advisory Committee. While the official Master Plan has been completed for a while now, Committee members felt that planning is an ongoing process, and the Master Plan needs review and modification. No clear consensus was expressed regarding the name. Suggestions included leaving it the same, calling it the Sewer CAC or the Sanitary CAC.
- Meeting Frequency – Members seemed to feel that they may well not need to meet quite as frequently as they have been.
- Community Communication – Members feel that they are a good method for communicating with the members of the community. Staff concurred, stating that the contributions and efforts of the committee members have been a major cause of the smooth progress of this project within the community and of the community's clear understanding of the need for and purpose of the project.

Libby Barg and Clark Worth will compile the comments of the Committee members regarding the future course of the Committee.

5. Updates

- a. Land Use Application is approved.
- b. CM/GC project delivery method has been approved and the Board of Directors has authorized CH2M Hill and staff to begin drafting a Request for Proposals. Brett Arvidson estimates that the draft will be completed within the next few weeks. After the RFP is approved, the applicants/bidders will have 30 to 45 days to prepare and submit their proposals. Brett estimates that the earliest any excavation will take place is late this summer or in early fall.
- c. The Stringfield Family Park grand opening was held on May 16. Oak Lodge Sanitary District had a booth at the event with information on the District, its participation in developing this park, and its other projects. The booth was staffed by both employees and volunteers. Brett estimated that approximately 100 to 120 people attended the event. Jerry Foy stated his appreciation of the District's willingness to join NCPRD and assist in the purchase of the property from the Stringfield family and in development of the park. He stated that this type of cooperation is invaluable and it is a great way for the community to come together in a cooperative manner
- d. SWM Strategic Plan
Brett explained the next large scale planning effort needed within Oak Lodge Sanitary District. The current Surface Water Management guidelines are out of date and deficient. They need to be thoroughly reviewed and updated to meet the current situation. Brett does not feel that there is a need redo the existing facilities portion of the SWM Master Plan. That document is a good base and a good start on what needs to be done. He feels that an expanded SWMCAC, structured much like the current

MPCAC, will be the key to tackling this project.

The Committee and staff then discussed the large amount of concern in the community about surface water issues. William Wild noted that the Board has been concentrating so much on the project to renovate the wastewater treatment plant that they may be surprised over the number surface water concerns. Thelma noted that people see the surface water issues in the yards and in their neighborhoods on a daily basis, and so they are constantly aware of them. Jerry Foy stated that twelve years ago the Board was hearing a lot of surface water complaints. Brett Arvidson stated his belief that in the next year the District needs to revamp the SWM CIP projects and start a major push to move toward resolving some of the longstanding problems.

6. Next Steps

a. Summer picnic for MPCAC and Treatment Plant Neighbors

Discussion followed on having a summer picnic similar to the one last year. The Committee is very much in favor of that idea. Staff was asked to come up with possible dates and plans. The Committee asked that all District volunteers and staff be invited to the picnic along with the neighbors of the treatment plant. Essentially, they said “set it up, and we’ll be there”.

The meeting adjourned at 8:00 p.m.