

**GRANDVIEW CITY COUNCIL  
COMMITTEE-OF-THE-WHOLE MEETING MINUTES  
MARCH 10, 2020**

**1. CALL TO ORDER**

Mayor Gloria Mendoza called the Committee-of-the-Whole meeting to order at 6:00 p.m., in the Council Chambers at City Hall.

**2. ROLL CALL**

Present: Mayor Mendoza and Councilmembers Gay Brewer, David Diaz, Mike Everett, Bill Moore, Javier Rodriguez and Joan Souders

Absent: Councilmember Diana Jennings

Staff present: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, City Treasurer Matt Cordray, Fire Chief Pat Mason, WWTP Superintendent Dave Lorenz, Assistant Public Works Director Todd Dorsett and City Clerk Anita Palacios.

**3. PUBLIC COMMENT – None**

**4. NEW BUSINESS**

**A. Resolution approving Task Order No. 2020-02 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant (WWTP) Facility Plan**

City Engineer Ted Pooler with HLA Engineering explained that the City operates a Wastewater Treatment Plant (WWTP) under the terms of Department of Ecology (DOE) NPDES Permit No. WA0052205. Special Condition S9 requires the Permittee (City) to prepare a draft Facility Plan in accordance with Chapter 173-240 WAC and submit to DOE by September 30, 2020, for review. Additional Permit requirements included:

- As required by RCW 90.48.112, the facility plan must address the feasibility of using reclaimed water as defined in RCW 90.46.010.
- The report must contain any appropriate requirements as described in the following guidance documents:
  - ✓ Criteria for Sewage Works Design (DOE Publication No. 98-37 WQ, 2008)
  - ✓ Design Criteria for Municipal Wastewater Land Treatment Systems for Public Health Protection (Washington State Department of Health (DOH), 1994)
  - ✓ Guidelines for Preparation of Engineering Reports for Industrial Wastewater Land Application Systems (DOE Publication No. 93-36, 1993)
  - ✓ Water Reclamation and Reuse Standards (DOE and DOH Publication No. 97-23, 1997)
- To assure eligibility for DOE funding, the Facility Plan must include either SERP, NEPA, or both.

Staff presented Task Order No. 2020-02 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant (WWTP) Facility Plan with an estimated total amount of \$64,000.00 for professional engineering services.

Discussion took place.

**On motion by Councilmember Moore, second by Councilmember Souders, the C.O.W. moved a resolution approving Task Order No. 2020-02 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant (WWTP) Facility Plan to the March 24, 2020 regular Council meeting for consideration.**

Councilmember Brewer voted in opposition.

**B. Resolution approving Task Order No. 2020-03 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant (WWTP) Utility Water Pump Controls**

City Engineer Ted Pooler with HLA Engineering explained that the City operates a Wastewater Treatment Plant (WWTP) under the terms of Department of Ecology (DOE) NPDES Permit No WA0052205. Effluent from the 1.5 MGD mechanical treatment process was used to provide utility water for washdown and other purposes in the treatment process and sludge dewatering facility. As the booster system was originally designed, pump control and pressure fluctuations were controlled by a 1,980-gallon hydropneumatic tank (500-gallon working volume). The booster system was sized to provide up to 300 gallons per minute with two pumps in operation. A pump control panel would signal one or more of the three utility water pumps to start or stop based on pressure in the tank. The bladder in the tank failed, so the control system no longer functions, and plant personnel operate the system manually. Control technology has changed since the original installation. Pumps were now controlled by variable speed drives (VFDs) that receive pressure signals from a small (150-gallon) pressure tank. Speed of the individual pumps was adjusted by the VFDs to meet the demand, and additional pump(s) were called when utility water demand exceeds pump capacity. A preliminary review found the existing pumps were suitable for operation on VFDs. Therefore, this project proposes to replace the existing hydropneumatic tank and control panel with a small pressure tank and new control panel. Vendor designed and supplied control panels were available for this application. The VFDs would be housed in the new control panel and new control wiring may be needed between the panel and pressure transducer near the pressure tank. Depending on the selected panel supplier and costs, panel installation could be performed by the supplier, if appropriately licensed, or by an electrician selected from the City.

Staff presented Task Order No. 2020-03 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant (WWTP) Utility Water Pump Controls with an estimated total amount of \$12,500.00 for professional engineering services.

Discussion took place.

**On motion by Councilmember Brewer, second by Councilmember Rodriguez, the C.O.W. moved a resolution approving Task Order No. 2020-03 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant (WWTP) Utility Water Pump Controls to the March 24, 2020 regular Council meeting for consideration.**

**C. Street Maintenance Program**

City Administrator Arteaga explained that street maintenance has been very challenging due to limited funding to apply and/or provide a proper maintenance program.

Five years ago, Council approved a Six-Year Street Sealcoat Maintenance Program. Staff provided a list of streets that would be completed within the six-year period and estimated spending \$80,000 per year as a funding appropriation. The funding was supported by the Transportation Benefit District (TBD) which would now go away due to the passage of I-976. One of the stipulations of the six-year program was staff would complete a roadway survey during the spring and bring back a modified recommendation for Council to consider if appropriate. In the past, the City partnered with either Benton County and/or Yakima County for the labor of applying the annual sealcoat treatment. The City has interlocal agreements in place with both agencies which eliminated the need to request sealed bids for the work.

The 2020 street sealcoat recommendation was as follows:

- North Fourth Street from Euclid to Wilson (2,680 feet)
- North Third Street from Wine Country Road to Opal (1,040 feet)
- Davie from North Third Street to North Fourth Street (442 feet)
- Nealy from North Third Street to North Fourth Street (442 feet)

He recommended Council consider a different street maintenance treatment for this year. Currently, there were three blocks of roadway that were failing and, in his opinion, beyond a chip-seal treatment and would require a full asphalt grind and overlay in order to preserve these sections of roadway. The areas were as follows:

- 200 Block of Elm Street estimated at \$36,000
- 100 Block of Birch Street estimated at \$30,000
- 200 Block of Birch Street estimated at \$32,000

These roadways were located within the center of town and were highly visible. As the City continued to promote the downtown business core, these streets would be the first impression that newcomers would see. He considered this as one of the last chances to repair these streets since the TBD would potentially be going away because of I-976.

He recommended Council approve the proposal of postponing the chip-seal treatment for 2020 and allow staff to complete the three blocks as described above. If Council supports the recommendation, staff would need to complete the following: develop bid documents, advertise for sealed-bids, and open bids and award the project.

All of these steps were required in order to meet and comply with the State of Washington bidding requirements because of the total dollar amount limit. The maximum dollar amount the City can approve without going to sealed-bid was \$65,000.

Discussion took place.

Following discussion, Council concurred with the City Administrator's recommendation.

**D. Resolution authorizing the Mayor to sign a Public Defender Agreement for conflict indigent defense counsel with Troy Lee & Associates, Inc.**

City Clerk Palacios explained that the City contracts with Yakima County District Court for municipal court services. Under the terms of the contract, the City must provide indigent defense services to indigent defendants. In the event of a conflict with the current public defender, the

City must also provide alternate counsel for indigent defendants. In 2018, the City negotiated contract terms with Troy Lee & Associates, Inc., to provide conflict indigent defense counsel. His contract expired. Staff presented a new Public Defender Agreement from March 1, 2020 to March 31, 2022 in the amount of \$90 per hour plus mileage. It would be in the best interest of the City to negotiate a new contract with Troy Lee & Associates, Inc., to provide conflict indigent defense counsel.

Discussion took place.

**On motion by Councilmember Everett, second by Councilmember Souders, the C.O.W. moved a resolution authorizing the Mayor to sign a Public Defender Agreement for conflict indigent defense counsel with Troy Lee & Associates, Inc., to the March 10, 2020 regular Council meeting for consideration.**

**5. OTHER BUSINESS**

**A. USDA Rural Development – Self-Contained Breathing Apparatus Grant**

Fire Chief Mason explained that the City applied for USDA Rural Development funding to purchase 22 Self-Contained Breathing Apparatus (SCBA) in the amount of \$161,000. The financial proposal provided by USDA-RD would be a grant in the amount of \$88,500 and the City funding the balance of \$72,500.

Discussion took place regarding the Mayor's authority to obligate USDA-RD funding on behalf of the City to purchase SCBA.

**6. MEETING RECESSED**

The C.O.W. meeting was recessed 7:10 p.m. The C.O.W. meeting reconvened at 7:45 p.m.

Further discussion took place regarding the Mayor's authority to obligate USDA-RD funding on behalf of the City to purchase SCBA.

Council requested the City Attorney to provide a legal opinion as to whether the Mayor was authorized to sign the Letter of Conditions for the USDA-RD grant.

City Administrator Arteaga indicated that he would provide prior meeting minutes, etc., to support the Mayor's signature on the Letter of Conditions.

**7. ADJOURNMENT**

The C.O.W. meeting adjourned at 8:10 p.m.

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Mayor Gloria Mendoza

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Anita Palacios, City Clerk