



**Cooperative Public Agencies of Washington County  
Minutes for February 14, 2013**

**Members Present:**      **Chair, Mark Crowell – City of Cornelius**  
**Wayne Benson – City of Lake Oswego**  
**Craig Crawford – Tualatin Hills Park and Rec District**  
**Deb Dalenberg – Washington County DLUT**  
**Brad Eckland – City of Hillsboro**  
**Dale Fishback – Tualatin Valley Water District**  
**Arnie Gray – City of Wilsonville**  
**Justin Jensen – City of Hillsboro**  
**Lynn Johnson – City of Sherwood**  
**Kathy Kaatz – City of Tualatin**  
**Melissa Koons – City of Tualatin**  
**Steve Lampert – City of Hillsboro**  
**Keith Lewis – Washington County**  
**Mel Schultz – City of Beaverton**  
**Tom Tuski – City of Banks**  
**David Willer – City of Forest Grove**

Chair Mark Crowell called the meeting to order at 9:03am. The meeting took place at Washington County, Operations/Maintenance Division, 1400 SW Walnut Street, Hillsboro.

**INTRODUCTIONS**

All members present and our guest Gary Stockhoff introduced themselves.

**HOST PRESENTATIONS**

Gary Stockhoff, Washington County Engineer, gave a presentation on Capital Improvement Projects that he manages for the County.

Capital Project Management administers major transportation improvement projects throughout Washington County. These projects are intended to improve safety, reduce bottlenecks, are used by residents of more than one city, rank as a city or county priority, address several transportation demands (cars, trucks, bikes, pedestrians, transit) and are geographically balanced, providing fairness to residents all around the county and address several transportation demands.

## Capital Projects

Project	From/To	Activity	Estimated Completion
10th Avenue - Cornelius	Holladay St/Baseline St	Design	12/31/2014
124th Avenue	Grahams Ferry Rd/Tualatin-Sherwood Rd	Design	12/31/2016
205th Avenue	Baseline Rd/Quatama Rd	Planning	12/31/2020
Bethany Boulevard	Cornell Rd/West Union Rd	Construction	06/30/2014
Boones Ferry Road	Day Rd/Norwood Rd	Design	12/31/2013
Cornelius Pass Road	Aloclek Dr/Wilkins St	Construction	07/31/2013
Evergreen Road	253rd Ave/25th Ave	Construction	06/30/2013
Farmington Rd	Murray Blvd/Hocken Ave	Design	06/30/2016
Groveland Drive	Helvetia Rd/East of Groveland Rd	Design	06/30/2015
Johnson School Road Bridge	/Davis Creek	Construction	06/03/2013
Leahy Road and Stark Street	89th Av-88th Av/90th Av-88th Av	Design	09/30/2013
Old Highway 47 Bridge	/Scoggins Creek	Design	11/15/2013
Oleson Road Bridge	/Fanno Creek	Design	05/31/2015
Oleson Road Realignment	Scholls Ferry Rd/Beaverton-Hillsdale Hwy	Design	12/02/2014
P15	Brugger Rd/Springville Rd	Design	11/30/2013
Rock Creek Boulevard Bridge	/Rock Creek	Design	12/31/2015
Rock Creek Trail Crossing	/Evergreen Road	Construction	05/31/2013
Scholls Ferry Road	Teal Blvd/Roy Rogers Rd	Design	12/31/2014
Scholls Ferry Road Bridge	/Fanno Creek	Construction	05/31/2013
Springville Road	173rd Ave/185th Ave	Design	12/31/2016
Tualatin Sherwood Road	Borchers Dr/Langer Farms Pkwy/Adams Ave	Design	12/31/2014
Tualatin-Sherwood Road (ITS - Phase 2)	Hwy 99W/Teton Ave	Design	12/31/2014
Walker Road	Murray Blvd/173rd Ave	Design	12/31/2015

Gary wrapped up the talk by answering member questions on a variety of topics including bike lanes on Day Road, how Intel and other partners fund projects and how Washington County continues to collaborate with ODOT when possible.

## **FINANCIAL REPORT**

Mark Crowell reported the current financial balance is \$6,355.04 ending January 31, 2013.

## **COMMITTEE REPORTS**

### **Fleet**

Craig Crawford reported that they last met November 2012 with the discussion focusing on oil filters and brake parts. They are now in the process of setting up another meeting.

### **Training**

Keith Lewis reported about Washington County's Loader Operator and Equipment Training Program. It is an in-house written program, based upon a training program used by Jackson County that provides a 5-step certification for every piece of equipment that is in use by the division. Keith stated that they are willing to share the program as a working example for other agencies to use to build their own program.

Justin Jensen reported that the 2<sup>nd</sup> week in September there will be an opportunity to participate in a local Equipment Rodeo.

Justin also reported that the City of Hillsboro provides their staff on-site Street Tree Trimming Training by NW Tree Specialists. Trevor March, an ISA Certified Arborist and Municipal Specialist, is the contact and he can be reached at 503.645.2242 or [trevor@nwtreespecialists.com](mailto:trevor@nwtreespecialists.com). A benefit of the training is that they are able to tell their residents, if they call in or ask while they are out doing the work, that all their staff is currently trained based on the ANSI A-300 level standard of tree trimming and tree health and care.

Wayne Benson reported that the City of Lake Oswego is offering a Confined Space Safety Training on April 4, 2013 for \$50 with room for 90 participants. CEU's will be offered for this training. In addition to the flyer that Wayne passed out during the meeting, he will send an email to all members.

Melissa Koons reported that Jerry Burgess from Tualatin Hills Park & Recreation District and Stephanie Redman, from Oregon Recreation & Park Association contacted her to promote ORPA's upcoming Building Maintenance and Safety Workshop. It will be held in Salem on March 8, 2013 and costs \$50 or \$35 for ORPA members.

### **Storm/Sanitary**

Ted Clausen provided subcommittee meeting minutes from January 30, 2013, which Melissa Koons provided a brief summary. Steve Lampert, who attends the meetings, spoke briefly about the main topics covered stating that restaurants must have grease removal devices (GRD), about the emphasis on disuse of residential garbage disposals, and even more aggressive FOG measures.

## **UASI Update**

Keith Lewis reported that this committee is also known as RDPO now. They have finalized the reprogramming funds and 2009-2010 budget and there seems to be a better handle of the finances. Although they may not be able to be as generous with future equipment requests, NIMS compliant agencies should still make their needs known at the regularly scheduled meetings, the last Wednesday of each month.

## **OLD BUSINESS**

### **Workshop Update**

Keith Lewis and Justin Jensen are working on securing speakers for the workshop. Steve Lampert volunteered to help and Mark Crowell would like to get together in the next month for a planning session.

Keith and Deb Dalenberg shared that the County has a Safety Specialist from the US Forest Service coming in to do Chain Saw Safety Training, two sessions, one in depth that includes on-site instruction. They could be contacted about possible availability in doing a scaled down session at the workshop.

Another resource may be NW Tree Specialists, who provided the tree trimming training for the City of Hillsboro.

Dale Fishback suggested Dan Miller as a possible keynote speaker. He said that Mr. Miller is a local, but highly regarded international speaker on the topics of safety, leadership and supervisor training. All present agreed that Mr. Miller sounded like a good match if he was available for an affordable fee.

Mark Crowell asked a question about which organizations do their own training in-house, all present answered that we do. Mark stated that both the cities of Cornelius and Forest Grove are considering using a consultant.

## **NEW BUSINESS**

### **ODOT Public Works Emergency Response IGA**

Mark Crowell recently received a request to sign a copy of the ODOT Public Works Emergency Works Response IGA and was interested to know how many other agencies had also signed the IGA. He recalled that when our IGA was taken to ODOT that they didn't want to sign our IGA unless we signed their IGA.

Short discussion about availability of ADDCO reader boards as well as the variety and benefits of sizes available. The smaller size seems to be more versatile, so if anyone has a new source, please share that information.

## **CPAWC AT WORK**

### **City of Banks**

Tom Tuski reported that Banks borrowed a bucket truck from the City of Hillsboro.

### **City of Beaverton**

Mel Schultz reported that Beaverton borrowed a sewer root cutter from Clean Water Services for a week while theirs was being repaired, also that Hillsboro Parks and Rec District borrowed an 8-yard dump truck and Hillsboro Water washes Beaverton's trucks.

### **City of Cornelius**

Mark Crowell reported that they did sweeping for Washington County and loaned a dump truck to the City of Forest Grove.

### **City of Forest Grove**

Dave Willer reported that Forest Grove swept up pavement markings at Hagg Lake for Washington County and loaned the County a pavement marking grinder. They also borrowed a dump truck from the City of Cornelius.

### **City of Hillsboro**

Justin Jensen reported that Hillsboro did sweeping and applied Mag Chloride for Washington County, and responded as needed to the micro-climate snow storm conditions resulting from the cooling towers at Intel, also with Washington County.

Additionally, the City has been loaning a bucket truck to the City of Cornelius and is in the process of making the loan permanent. This led to a more general discussion on bucket truck training and maintenance, including members stating that PGE does a very good job of bucket truck training and Forest Grove Light and Power provides maintenance services.

Steve Lampert asked if other agencies had been approached by PGE about their LED Street Light program. Several cities had, including Hillsboro and Cornelius and Beaverton already is using LED streetlights.

### **City of Lake Oswego**

Wayne Benson reported that Lake Oswego shared Mag Chloride resources with the City of Tigard.

### **Tualatin Hills Park & Recreation District**

Craig Crawford reported that they borrowed an aerial truck from the City of Beaverton and a chipper from the City of Tigard.

## **Washington County**

Keith Lewis reported that several agencies have been picking up sanding rock and sweeping for the County, including CWS, Hillsboro, Forest Grove and Cornelius. Additionally, the County borrowed a pavement grinder from Forest Grove.

## **City of Wilsonville**

Arnie Gray reported that Wilsonville is looking at tree trimming contracts for the City of Sherwood.

Melissa Koons reminded members that they are able to complete their sharing form on the CPAWC website or by completing the sharing form and that this is necessary to be included in the Sharing Log as more detailed information is required than what we share around the table.

The meeting was adjourned at 10:50am.

## **FUTURE CPAWC MEETINGS**

<u>Date</u>	<u>Hosting Agency</u>	<u>Location</u>
January 10, 2013	City of Tualatin/Operations Facility	10699 SW Herman Road, Tualatin
February 14, 2013	Washington County LUT/Walnut Center, Room 3	1400 SW Walnut Street, Hillsboro
March 14, 2013	City of Cornelius	1300 S. Kodiak Circle, Cornelius
April 11, 2013	City of Lake Oswego	4101 Kruse Way, Lake Oswego
May 9, 2013	City of Beaverton	4755 SW Griffith Drive, Beaverton
June 13, 2013	City of Forest Grove	1915 Main Street, Forest Grove
July 11, 2013	City of Hillsboro	150 E. Main, Room C113b-c, Hillsboro
August, 2013	No Meeting	
September 12, 2013	City of Banks	13680 NW Main Street, Banks
October 10, 2013	City of Sherwood	15527 SW Willamette Street, Sherwood
November 13, 2013	CPAWC Fall Workshop	150 E. Main Street, Hillsboro
December 12, 2013	Clean Water Services	2025 SW Merlo Court, Beaverton