



## **Cooperative Public Agencies of Washington County Minutes for April 11, 2013**

**Members Present:**      **Chair, Mark Crowell – City of Cornelius**  
**Ted Claussen – Clean Water Services**  
**Craig Crawford – Tualatin Hills Park & Rec District**  
**Guy Graham – City of Lake Oswego**  
**John Harris – City of Lake Oswego**  
**Todd Klein – Tualatin Valley Water District**  
**Melissa Koons – City of Tualatin**  
**Steve Lampert – City of Hillsboro**  
**Keith Lewis – Washington County**  
**Clayton Reynolds – City of Tualatin**  
**Mel Schultz – City of Beaverton**  
**Vance Walker – City of Tigard**

Chair Mark Crowell called the meeting to order at 9am. The meeting took place at 4101 Kruse Way, Lake Oswego.

### **INTRODUCTIONS**

All members present and our guests Christine Kirk, Ray Montgomery, Dan Nicholson, and Raul Garza introduced themselves.

### **HOST PRESENTATIONS**

Christine Kirk, City of Lake Oswego's Public Affairs Manager, presented a PowerPoint on the Street Sweeper Outreach Program. This dynamic program is in the final stages, getting close to naming the sweeper after 320 names were submitted as part of the contest and more than 180 coloring contest sheets were received.

Christine spoke about how about the contest allowed the City to tell the story of what Public Works does and gave the residents an opportunity to care about the infrastructure. Christine explained that the public generally understands what we do,

but maybe not why we do it or how sweeping the streets affects water quality, and often times, we don't explain it!

Enter into the picture a new piece of expensive equipment, the street sweeper, an A7 Tornado. Christine and her team wanted to introduce the sweeper in a fun way that allowed the residents an opportunity to learn how their tax dollars are being used and to involve Public Works employees in the process, as they are the ones who sweep 6,400 miles a year. Informational pieces about the sweeper on the City website educate the reader stating that, the sweeper can collect as much as 8.4 cubic yards of debris (equivalent to 1,700 gallons of ice cream) with each trip out! The website further states that the recommended life span for a street sweeper is about 5 years and that the current sweepers are ages 12, 9 and 8 years, often spending 1 hour in the City repair shop for every 6 hours on the road or on average one day a week.

The process started months before the sweeper arrived. It was floated as an idea to employees first to gain buy-in, and then, announced both internally and publically via newspaper, website, school coloring contest, City newsletter, etc.

Although the contest deadline has past for submitting names, the true test of success will be if the vehicle keeps telling the story of what Public Works and its' employee do, and if we keep talking about it. Christine says that will be the true test of time.

### **FINANCIAL REPORT**

Mark Crowell reported the financial report indicating the current balance \$5,896.58 ending March 31, 2013.

### **COMMITTEE REPORTS**

#### **Fleet**

Craig Crawford reported that this sub-committee met on April 10 and he provided a copy of the minutes. Craig stated that the main focus of the meeting was to discuss replacements for next fiscal year and upcoming training opportunities, including a Public Fleet Managers Association training which will be held on May 16<sup>th</sup>. Additional side topics included brands and models being explored as well as electric vehicles and electric utility vehicles.

Vance Walker shared that City of Tigard recently purchased a street legal GEM electric vehicle. Mark Crowell added that City of Cornelius purchased older model Ford Ranger trucks, in excellent condition, from the City of Hillsboro.

## **Training**

Keith Lewis brought up the topic of lead worker training, stating that their organization is currently looking into providing a more enhanced program and wanted to know what other groups offer. Melissa Koons suggested CIS as an option. Mel Schultz said the City of Beaverton has an established program and interested parties could contact Angela Coffee in HR for information.

John Harris shared that City of Lake Oswego is hosting CIS-sponsored Customer Service training later this month. Contact John for date and times.

Ted Claussen offered a short-notice CPR/First Aid/AED class on 4/15 and 4/23. He will send out an email with details.

## **Storm/Sanitary**

Ted Claussen reported that this sub-committee met on March 27 and minutes were provided. Main topics were the change in confined space rules, which have been postponed until September 1, 2013, root foaming requests for summer, line sealing update requests and water quality manhole and CB cleaning.

A general discussion took place regarding storm filter cartridges.

Guy Graham brought up SB 840, which applies new low flow standards for plumbing appliances in homes and businesses, especially affecting newer subdivisions and that this could affect how we do our work.

Steve Lambert shared an issue the City of Hillsboro is experiencing with beavers, especially near the vegetation along the corridors and buffers. He asked what other agencies were doing. In the ensuing discussion it was agreed that many use Bud Weaver with Department of Fish and Wildlife and agreed with Hillsboro's policy that if the beavers actions or dam is causing or about to cause imminent damage to a structure or is causing waters to overtop a road or if backwater submerges sanitary manholes, then they take care of it, if not, they leave it.

Anyone needing Bud Weaver's electronic business card may contact Steve.

## **RDPO Update**

Keith Lewis stated that there was very much new information to report on. At last month's meeting the committee discussed the budget and noted that funds are decreasing for both equipment and training. The focus is on reappropriation for post-year funding and having more agencies participate.

John Harris added that the Feds are looking at narrowing the list of agencies available to participate.

## **OLD BUSINESS**

### **Workshop Update**

Keith Lewis reported that the committee has met and lined up the keynote speaker, Robin Rose, as well as most of the session speakers for this year's Safety on the Mind theme. The committee has designed a new schedule format to keep the group engaged all day, with more details to come. The price will be approximately the same as last year and include lunch.

John Harris reminded members that John Zakariassen from CIS teaches the Distracted Driving class, that it is very good and no charge if your insurance carrier is CIS.

## **NEW BUSINESS**

### **New Membership**

While Mel Schultz was attending a class in Oregon City one of his contacts expressed an interest in CPAWC. Mel will invite him to a future meeting; all present thought that would be a great idea.

Ted Claussen stated that City of McMinnville was also interested, and Mark Crowell said he would follow-up and invite them to a meeting that is closer.

### **MORE – Managing Oregon Resources Efficiently**

Keith Lewis reported on this resource, the former PMAT IGA, which is inviting current CPAWC members to join them. MORE acts just like CPAWC and participating would broaden our resources and contacts. Mark Crowell suggested that Keith and John Harris act as representatives for our group and they accepted. Keith said he would send out further information for individual agencies to consider joining.

### **General**

John Harris reminded the group Lake Oswego still has large variable message boards available to trade. Due to four seasonal workers beginning in May and it's possible they will need to borrow one crew cab or two pickup trucks, he will keep us posted. John also asked how many organizations provided logo clothing or uniforms. There were a variety of responses, some do, others provide the option for employees to purchase logo clothing, some provide a limited number of items each year and others have a yearly stipend.

## **CPAWC AT WORK**

### **City of Beaverton**

Mel Schultz reported that Beaverton loaned a roller to THPRD and also loaned a John Deere 225 Excavator to Clean Water Services for two weeks.

### **Clean Water Services**

Ted Claussen also reported the use of Beaverton's excavator for two weeks and really appreciated both the \$5,000 savings and the great help, CWS loaned an easement machine to Tigard for two weeks, provided TV work for Beaverton School District and cleaned a Water Quality Facility for TVFR.

### **City of Cornelius**

Mark Crowell reported that Cornelius borrowed two variable message reader boards for two weeks from Washington County and borrowed build-a-box shoring from Forest Grove for a month.

### **City of Hillsboro**

Steve Lampert stated that Hillsboro will need to borrow a zipper this summer. He will keep us posted as to the dates.

### **City of Tigard**

Vance Walker reported that Tigard loaned a chipper to THPRD for a week and a bucket truck to THPRD for a day. Tigard is also loaning 500 feet of temporary privacy fencing to Lake Oswego for the West Linn Water Treatment Plant from now to mid-June.

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

Craig Crawford confirmed what Vance had already reported about THPRD borrowing a chipper and bucket truck from Tigard and a roller from CWS.

### **Tualatin Valley Water District**

Todd Klein reported that TVWD borrowed a tractor mounted hydraulic breaker from the City of Hillsboro for approximately a month for an estimated savings of \$12,500.

### **Washington County**

Keith Lewis noted that Washington County loaned two variable message reader boards to City of Cornelius for two weeks for an estimated donation of \$2,000.

Melissa Koons reminded members that they are able to complete their sharing form on the CPAWC website. It is necessary to complete a sharing form 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 10:37am.

## **FUTURE CPAWC MEETINGS**

<b>Date</b>	<b>Hosting Agency</b>	<b>Location</b>
May 9, 2013	City of Beaverton	9600 SW Allen Blvd., Beaverton
June 13, 2013	City of Forest Grove	1915 Main Street, Forest Grove
July 11, 2013	City of Hillsboro	150 East Main, Room TBA, 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