



Cooperative Public Agencies of Washington County Monthly Meeting Minutes

Date: February 11, 2016

Time: 9:00am

Location: Washington County LUT
1400 SW Walnut St
Hillsboro OR 97123

Members Present:

Chair, Vance Walker – City of Tigard
Jim Bateman – City of Lake Oswego
Bert Olheiser – City of Tualatin
Pat Jackson – City of Tualatin
Dale Fishback – Tualatin Valley Water District
Vance Walker – City of Tigard
Dave Willer – City of Forest Grove
Ryan Howell – City of Forest Grove
Justin Jensen – City of Hillsboro
Julia Erickson – City of Hillsboro
Don Januik – Clean Water Services

Mark Crowell – City of Cornelius
Lynn Johnson – City of Lake Oswego
Bert Olheiser – City of Tualatin
Craig Crawford – Tualatin Hills Parks & Rec
Jon Campbell – Tualatin Hills Parks & Rec
Chris Walsh – Washington County
Keith Lewis – Washington County
Deb Dalenberg – Washington County
Jeff Shelby – Washington County Parks
Arnie Gray – City of Wilsonville

Chair Vance Walker called the meeting to order at 9:05am.

INTRODUCTIONS

All members present introduced themselves.

HOST PRESENTATIONS

Keith Lewis introduced Stephen Cruise from Washington County's Emergency Management Program.

Stephen provided an update regarding "Happenings at Hagg Lake". Stephen mentioned the proposal to raise the dam approximately 12 feet. Other options are being considered to minimize impact to the surrounding roads. The approximate cost for the proposed plans is \$11.5, which includes Engineering and Construction.

Stephen also discussed a number of current issues that have occurred on the roads and the general area surrounding Hagg Lake. There are a number of erosion and drainage issues, and landslides, as well as fish passage culverts that have been impacted by these issues. Approximate costs for repairs along the Scoggins Valley Road side are \$3.5 to

\$6.25 million. Estimates for repairs on the West Shore Drive side are about 6.25 million. Stephen pointed out that of primary concern are the potential impacts of the Cascadia Subduction Fault, as well as the fact that one of the Gales Creek Faults runs directly under the dam.

Questions at the close of the presentation included:

- Please explain the term “deep patch” as used in discussion as a repair option:
 - A deep patch involves excavating approximately five feet of ground and filling with multiple 18” layers of geogrid and rock to build an “earth bridge”. This type of repair spreads the weight of the impacts over a larger area and anchors failure planes to stable areas, minimizing the impact of further ground movement.
- Is it still the current plan to raise the dam?
 - The following three options are being considered to address seismic concerns of the area:
 - Reinforce the current dam
 - Raise the dam by 12 feet
 - Build a secondary dam downstream of Stimpson Lumber. This is the least expensive, yet more politically involved option.
- Who is conducting the assessment of needs?
 - Clean Water Services and the Bureau of Recreation are conducting needs assessments.
- How will this work be funded?
 - Stephen does not have information regarding the revenue sources and suggests that Clean Water Services, the Joint Water Commission, and the Tualatin Valley Irrigation District may have funding information available.
- Explain how fish are directed to the fish passage culverts?
 - The culverts are designed to mimic the stream around the culvert via stream bed subgrade materials and boulders that create pooling patterns, as well as creating relevant flow volumes to resemble the nature of the streams.

FINANCIAL REPORT

Chair reported the current balance of \$12,560.34 as of January 31st. There have been no changes since the prior December 31st report.

COMMITTEE REPORTS

Fleet

Craig Crawford discussed the following topics from the Fleet Group Meeting:

- Need for replacement of the Committee’s Chairperson. Craig has been the Chairperson for a number of years.
- Street Sweeping – Are agencies using spray bars for cleaning sweeper heads at their locations? Per the groups’ discussion, most have discontinued the use of the spray bars as ineffective and use other options (hoses, etc.) for cleaning the sweeper heads.
- Fleet Management Software – Programs in use by the various agencies were discussed, with the majority of the group pleased with their agency software

selections. Only Tualatin Hills Parks & Rec, and the City of Beaverton, are considering alternate software options.

- Sewer Jetters & Combo Machines – Various models of jetters/cleaners were discussed. Lake Oswego mentioned concerns with Owen Equipment being the most expensive vendor, and providing poor after sales service and support.
 - Also discussed was their recently purchased Schwartz sweeper. This model has a water tank that is too small to be efficient. The “add on” resolution is poorly done. This model is an International Chassis with a poorly performing Ford six-liter engine. In addition, dumping a load of leaves from the machine is difficult and time consuming.
- When asked, Craig indicated there are generally about six members in attendance at the Fleet Meetings; with ten being optimum. Vance stated if there are members interested in attending, and/or becoming the Fleet Group Chairperson, please let him know.

RDPO Update

Keith Lewis attended the most recent RDPO meeting during which the majority of discussion centered on impacts and damages incurred during the December storm events. Topics included the following:

- The City of Gresham experienced significant damage with a culvert wash-out by Mt Hood Community College. A presentation was given to the RDPO Group regarding plans for rebuilding this area.
- Washington County experienced culvert failures on Timber Road and Beef Bend road. (In addition, although not storm related, they are performing a bridge replacement.) Discussion was held regarding potential for FEMA reimbursement of costs related to storm damage in areas of public assistance, and road damages. The County has submitted a claim for recoupment of applicable costs
- The next RDPO meeting is scheduled for Wednesday, May 4th.

Jim asked if funding through the RDPO is no longer available. Per Keith, funding through this organization is prioritized to the top 25 agencies, with Portland ranked as 26th. Grant funds going forward will be limited. However, previously submitted grant applications are still in review.

Storm/Sanitary

Don Januik discussed the recent EPA Audit. The audit was scheduled for three days. However, it was completed in two days. Several local agency Ops Yards, as well as construction sites, were visited by the auditors. While the physical audit has been completed, the auditors may continue to request records regarding programs. The final report will be received within six to twelve months.

Training

Deb Dalenberg introduced Mark Christensen from Learning Point Training Center, explaining their partnership to providing local learning opportunities for supervisors and lead workers. Mark explained the importance of “learning” vs “training”. Employees learn better through coaching and workplace opportunities as opposed to sitting in “training” sessions with no practice or follow-through. Supervisory training is available in the areas

of Safety, Quality, Productivity, Cost Reduction, and Morale. The intent is to minimize training time while maximizing learning. The “boss as a coach” is the most valuable learning method for supervisors/employees. As Mark explained, Learning Point provides the tools to allow dialog between the workers and their coach; further stating that employers are either gaining, or losing, value at the hands of their lead workers based on their management abilities. Deb distributed copies of the Learning Point schedule, 15-16 of which will be held at Washington County’s LUT office. (copy attached) This information is available on-line at www.learningpoint.com. Members may also contact Deb for further information.

Julia Erickson shared information regarding Vigilant Leadership Advantage training. This organization presented a class during a City of Hillsboro training program. Staff felt their courses may be of interest to the group. This company provides training in the areas of Leadership Development, Employee Relations, and Safety. For further information, visit their website at www.vigilant.org.

SPRING WORKSHOP

No new activity to report. However, when attending trainings please keep the Workshop in mind and share any training information that may be suitable for inclusion in the Workshop.

OLD BUSINESS

There were no Old Business topics for discussion.

NEW BUSINESS

Julia discussed difficulties she is encountering in using the MacBook for the CPAWC documentation. In addition to her inexperience with Apple products, the primary concern is that the City of Hillsboro’s Information Services Department does not support Apple products, resulting in the following issues:

- Not able to connect to the internet. Therefore:
 - No access to the CPAWC website for updates
 - Inability to email minutes from the MacBook to the group. The minutes had to be downloaded to an Information Services approved thumb drive and then loaded into her work computer in order to distribute them to the group.
 - Not able to connect to a printer

Julia shared this information to make the group aware of the compatibility issues because the majority of the member agencies do not utilize Apple products in their offices and will likely experience similar difficulties. Additionally, aside from the ability of the computer to record the meeting minutes, it is not needed at the monthly meetings. Julia will look at other options for recording minutes for later transcribing, such as using the recording option on a smart phone. She will be using her work computer for CPAWC documentation. Per group discussion and agreement, instead of the computer sitting idle, it will be loaned to the City of Cornelius, as they use Apple products for their work order system. At the end of Julia’s term as Secretary, options will be considered regarding returning the MacBook to the group, or purchasing a computer that will be compatible with agency systems.

CPAWC AT WORK

Equipment Sharing:

- Jim Bateman indicated that Lake Oswego just received their Mag-chloride order after several weeks back-order. The current product mix is good for two to three years, as opposed to the previously used CMA mix that incurred separation issues over time. Lake Oswego also updated their skid for ability to adjust the application rate to the dispensing vehicle's driving speed.
- Lake Oswego has four totes and two skid mounts full of mag-chloride. They are looking for options for storing the solution currently in the skids. Vance offered to loan a couple totes for storage. Keith Lewis offered for them to pump the solution into the County's containment tanks to be retrieved as needed.
- CWS loaned a vactor truck to City of Hillsboro for two weeks while their unit was in for repairs.
- City of Cornelius loaned a vactor truck to Washington County for two days.
- City of Cornelius loaned a generator to City of Banks for two weeks.
- Washington County assisted Beaverton with cleaning two water quality vaults, in exchange for work with their upcoming ditching program.
- Julia received a report from the website regarding equipment sharing in which the data was "gibberish". The document appears to be from Mark. However, it was not from an agency email address. She will follow-up with Mark Crowell and his staff, as well as with Monte from TVFD, the website administrator.

Other information sharing:

- Dave Willer indicated he had some fallen trees, stumps, and misc debris that was to be hauled to ODOT's burn pile for disposal. However, he contacted Pacific Fiber in North Plains to obtain a quote for disposal. He learned that Pacific Fiber will purchase such materials from local government agencies. This option allowed the city to recouped funds that had been used in clearing the trees and debris, as opposed to increased disposal expenses. (Dave submitted the following contact information via email:

Pacific Fiber Products
34380 NW Vadis Rd.
Cornelius Oregon 97113
503-647-0934

Jim stated the City of Lake Oswego had originally budgeted \$60,000 for tree disposal. However, the city recently took over responsibility of all ROW trees. This has significantly increased their expenses, resulting in the need to request an additional \$60,000 budget for this program. A disposal method such as discussed by Dave would alleviate some of these costs.

Julia asked if they could share information on social media for the availability of the wood for low income persons in need of firewood. Per discussion, Lake Oswego does not have a site to store this amount of wood for such a program, in addition there are liability concerns.

Justin indicated that Hillsboro donates such wood to local churches for their programs which disburse wood to low incomes families in need of firewood. This program saves the cost of disposal, as well as meets a community need.

- Tualatin Hills Parks & Rec borrowed a vector trailer from Tualatin Valley Water District.

Vance thanked Deb for bringing Mark Christensen to present information regarding Learning Point, as well as providing the printed class schedule.

Vance also thanked the new members for their attendance at today's meeting, and encourages other members to bring lead workers to the group.

The meeting was adjourned at 11:00am

NEXT MEETING:

March 10, 2016 @ 9:00am

City of Tigard

13125 SW Hall Blvd

Tigard OR 97223