



Public Works Committee

Thursday, March 24, 2022 at 6:00 pm

Notice of Meeting

320 N Main St. Falls City, OR 97344

Committee Members

Mike McConnell - Tony Meier - Jeff Propp - Gordon Hanson - Guy Mack - Cliff Lauder - Tracy you

1. Call to Order
2. Pledge of Allegiance
3. Motion to Adopt the Entire Agenda
4. Consent Agenda - Motion Action Approving Consent Agenda Items
 - a. February 24, 2022 Minutes

Attachments:

- **Minutes** (Public_Works_Minutes-2-24-22.pdf)

5. Public Comments
6. New Business
 - a. Meter Replacement

Attachments:

- **Water Meter Replacement** (Water_Meter_Replacement.jpg)

7. Old Business
8. Correspondence, Comments and Ex-Officio Reports
9. Committee Announcements
10. Adjourn

Contact: Jeremy Teal (jteal@fallscityoregon.gov 5037873631) | Agenda published on 03/17/2022 at 11:26 AM

City of Falls City
Public Works Committee Meeting
Thursday February 24, 2022 6:00PM
Meeting Location: 320 N. Main Street
Masks are Mandatory

Committee Members Present

Mike McConnell, Tony Meier, Cliff Lauder, Tracy Young, Gordon Hanson, Guy Mack

1) Call to Order

Chair McConnell called the meeting to order at 6:03 PM, took roll call.

2) Pledge of Allegiance

Chair McConnell led the Committee in the Pledge of Allegiance.

3) Motion to Adopt the entire Agenda

Member Meier moved and member Young seconded: **that we adopt the entire Agenda.** Motion carried 6-0-0 Ayes. Mike McConnell, Tracy Young, Cliff Lauder, Tony Meier, Gordon Hanson, Guy Mack.

4) Consent Agenda: Motion Action Approving Consent Agenda Items

Member Young moved and member Meier seconded: **that we approve Consent Agenda Item, PWC Minutes November 18, 2021.** Motion carried 4-0-0 Ayes. Mike McConnell, Cliff Lauder, Tracy Young, Tony Meier.

5) Public Comment

Member Hanson related an incident where a neighbor had built a fence over the lateral lines and tank and wondered how the property owner should remedy the situation. Member Meier stated that if and when needed to gain access to laterals or tank the City PWD would remove the fence if necessary,

6) New Business

A. Ordinance 420 Discussion

City Manager, AJ Foscoli, requested PWC to discuss options for the City when residents actions negatively impact the City's sewer system. The request was made due to a recent incident on a rental property where apparently the renters had sewage backup into the residence possibly due to a plugged line and took it upon themselves to rectify the situation by digging up the line from the house to the tank, in the process breaking the inlet cap and then allowing the effluent to flow onto the surrounding ground. No plugged line was reported to the City by said renters or property owner and was brought to the attention of the City by a neighbor. The City sent the PWD to the residence and discovered the dug up and broken line with effluent being discharged onto property. The City's PWD repaired the line, replaced the inlet cap, spread lime on discharged effluent and had the half filled tank pumped.

The PWC discussion found that this was in violation of Article VIII - Responsibility for Damage - Section 1 which states in part that "No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is part of the public sewage works."

The PWC also determined that Article VIII - Section 2 - applied to this situation which states in part "At all times, all building sewer lines to any interceptor tanks and the maintenance of those lines belong to the private property owner and the maintenance of those lines belong to the private property owner and are the owner's responsibility and upkeep"

The PWC also determined that Article VIII - Section 3 - applied which states in part "If any damage to the interceptor tank, public treatment works or connecting lines is the result of a negligent or intentional act of any individual, that individual, shall be responsible for the cost of any and all repairs to the line."

With these three sections of Article VIII in mind the PWC determined that the City acted appropriately in rectifying a potential serious 'health hazard' to the community and to bill the private property owner for costs incurred.

The PWC also recommends that proper **Protocol** in these situation include:

1. The City upon notification of such incidents immediately contact the private property owners to determine if they is aware of the problem and if they (private property owners) want to proceed immediately to remedy it with a duly licensed plumbing contractor or have the City's PWD make repairs and be billed for PWD's time and expense.

2. If the property owner can not be reached or if they can not determine what action to take, the City should immediately proceed to have PWD rectify the problem to ensure "public health" and proper functioning of the waste water disposal system and to bill said private property owner for PWD's time and expense.

Member Hanson and member Mack recommended that Council/City Staff should review Ordinance 420 to clarify who is responsible when language is vague, i.e. Section 3 of Article VIII which states in part "...is the result of a negligent or intentional act of any individual, that individual or **private property owner**, shall be responsible for any and all repairs to the line." Language in bold be added to ordinance.

7) Old Business

8) Correspondence, Comments and Ex-Officio Report

Action Item 1 - PWC requests that City Clerk provide a separate copy of the previous months minutes so they can be signed by PWC Chair and a PWC member for the official file.

9) Committee Announcements

Next meeting to be held **Thursday March 24, 2022** at 6:00 pm, at the Community Center.

10) Adjourn

Member Mack moved and member Lauder seconded: **we adjourn**. Motion carried 5-0-0 Ayes. Mike McConnell, Tony Meier, Cliff Lauder, Gordon Hanson, Guy Mack Meeting adjourned at 7:01.

_____ Public Works Committee Chair McConnell

Attested: _____ Public Works Committee Member

10.3.5 Meter Testing, Maintenance, & Replacement

Water Treatment Plant Meter

The City meters raw water as it enters and exits the WTP facility. These meters are not normally calibrated, however if one is found to be malfunctioning it is immediately replaced.

Customer Meters

In the past, customer meter testing and maintenance has been performed on an “as needed” basis. Many of the City’s existing meters have been in service for over 20 years. It is typically recommended that service meters be replaced on an interval of 10-20 years. Water meters become damaged and inefficient as they age. The result of aging or poor quality meters is inaccurate meter readings. Old meters will typically read lower use quantities than are actually occurring. These inaccurate readings result in lost revenue, misleading information for water audits, more difficult leak detection, and other associated problems.

Since all of the City’s existing meters are currently beyond their recommended design life, the City will implement a plan to replace all customer meters over the next 25 years to ensure proper functioning of the meters within the system. This plan would involve replacing 20% of the system’s meters every 5 years, beginning in 2020, or as soon as funding is available. Continuing to replace 20% of the meters each 5-year period over the next 25 years will assure that all meters in the system function properly within their design life. It is recommended that the City maintain this replacement cycle going forward to ensure that all meters are reading properly in the future.

10.3.8 Summary of 5-Yr Benchmarks

A summary of the planned water conservation measure implementation benchmarks are presented in Table 10-6.

Table 10-6 – Summary of Conservation Measures to be Implemented

Conservation Measures	Deadline	Frequency
Meter All Connections	2017	NA
Water Audit	Current	Annual
Develop Meter Testing/Replacement Program	2020	25 Years
Leak Detection of Distribution Mains	2017	5 Years
Implement Waterline Replacement/Repair Program	2020	Ongoing
Residential Leak Detection Assistance	Current	As Needed
Include Water Conservation Brochures w/ Water Bill	2020	Annually