The PUBLIC WORKS ADVISORY COMMISSION met in the Bell Building 2nd Floor Meeting Room at 215 "D" Street. Council Liaison and Chair Kathy Schroeder called the meeting to order at approximately 12:04 p.m. but a quorum was not reached with only Vice-Chair Kelly and Commissioners Wright and Philippi in attendance. The commission proceeded to meet but no final action or decisions were considered valid until a quorum was reached with Councilor Forsmann's arrival at 12:08 p.m.; any action or decision the commission voted on prior to her arrival is null.

Public Works Advisory Commission meetings are recorded live. To view the full video, go to https://www.youtube.com/watch?v=BC0dcJ5lRpA

## I. CALL TO ORDER

*COMMISSIONERS PRESENT:* Vice-Chair Kevin Kelly, Laura Wright, and Kayleigh Philippi

*COMMISSIONERS ABSENT:* Ryan Rehder and Brent Bourassa

*CITY COUNCIL LIAISON PRESENT:* Councilor Kassee Forsmann; Councilor and Chair Kathy Schroeder

*STAFF MEMBERS PRESENT:* Dustin Johnson, Public Works Director; Alannah Bailey, Project Engineer - Transportation and Water; Haley Kelley, Public Works Specialist; Aaron Butler, IT

*OTHERS PRESENT:* Sean McCabe

## II. CITIZEN COMMENTS

None.

## III. CONSENT AGENDA

Chair Schroeder explained that all items on the Consent Agenda are considered routine by the Commission and will be enacted by one motion. There will be no separate discussion on these issues unless a Commissioner so requests, in which case the item will be removed from the Consent Agenda and considered under "Items Moved From the Consent Agenda".

A lack of quorum nullified Commissioner Wright and Vice-Chair Kelly's motion and second, respectively to approve the Consent Agenda.

Councilor Forsmann arrived at 12:08 p.m. after the vote had concluded; a quorum was met and any official business would be valid.

### A. APPROVAL OF AUGUST 9, 2023 MEETING MINUTES: - Action Item

## IV. ACTIVE AGENDA

### A. CLEARWATER COMPOSTING YARD WASTE AND BIOSOLIDS AGREEMENTS:

Director Johnson provided an overview of the Yard Waste and Biosolids Composting Agreements with Clearwater Composting. He said that the agreements would be presented to City Council at the October Work Session with the staff's recommendation to notify the contractor about the City's desire to renew under a two-year contract ahead of the December 31, 2023 deadline.

Vice-Chair Kelly pointed out that both agreements explicitly state a five-year renewal term and asked if the City would need to negotiate for the referenced two-year renewal term? Mr. Johnson conceded and explained that the intention has been to align all sanitation contracts on the same cycle.

Commissioner Wright inquired over the potential change in biosolid processing with the upgrades to the Wastewater Treatment Plant. She pointed out the growing health and safety concerns in certain parts of the U.S. associated with biosolids despite the considerable nutrient value. Mr. Johnson shared his previous experience with biosolids with regards to the controversy over land application and raising concerns due to the presence of caffeine, birth control, etc. in the biosolid material. He said that the two screw presses at the plant are being tested with different polymers to get it to meet specifications for moisture removal. Mr. Johnson shared that the process is more efficient than before but that the projected savings on electricity reduction is not coming to fruition due to the increased spending on polymer; the plant is processing approximately three dump trucks a day.

Ms. Wright said that if the contract is terminated it will lead to illegal dumping.

Mr. Kelly asked if the service fees would remain at the existing rate if the agreements are renewed. Mr. Johnson was not certain and said that it would likely be negotiated.

**B. 2020 LEWISTON TRANSPORTATION PLAN:**
Director Johnson explained that City Engineer, Luke Antonich, was assigned to present the plan but was not in attendance. Mr. Johnson introduced Project Engineer - Transportation and Water, Alannah Bailey, who would be presenting in Mr. Antonich's absence.

Ms. Bailey answered questions from the commission as she walked through the plan, providing a brief overview of how it originated, its current purpose, and its future impact. At approximately 12:55pm, the commission decided to continue the presentation on the plan starting at the October meeting.

## V. ITEMS MOVED FROM THE CONSENT AGENDA

## VI. UPCOMING EVENTS/MEETINGS

**A. REGULAR MEETING: OCTOBER 11, 2023:** *Query of Commissioners to attend the next regularly scheduled meeting. Virtual attendance can be accommodated provided enough notice is given to staff.* - Action Item

All commissioner members present expressed that they planned to attend.

## VII. UNFINISHED & NEW BUSINESS

**A. VACANT SEAT:** *The Commission must decide if they want to revisit previous applicants or if they want to keep the vacant seat open until filled.* - Action Item

The commission discussed and decided not to revisit previous applicants but to continue to review applications until the seat is filled.

Vice-Chair Kelley and Commissioner Wright motioned and seconded, respectively, to continue to review applications. The motion passed 4-0.

**B. BOARD MEMBER COMMENTS:** *Comments should not be related to an item currently before the Commission or an item that may come before the Commission in the foreseeable future, and should be limited to comments, not discussion.*

None.

**C. STAFF LIAISON COMMENTS:**

Director Johnson said that the 21st Street Fiberseal Project's construction contract was approved at the September 11, 2023 City Council meeting. He shared that the project is somewhat experimental due to the lack of base or sub-base on the majority of 21st Street and the use of a technology new to the region which uses fiber to provide structure as part of the asphalt. Patching will occur next week in order to assist in bringing the road up to grade for the improvement and/or installation of ADA ramps to ensure ADA standards are met. The first phase of the project is scheduled to conclude in November with the second phase scheduled for Spring.

The 5th Street and Bryden Avenue intersection was originally a part of this project but has been separated into an independent mill and overlay project scheduled for construction and completion in October.

**D. FUTURE AGENDA ITEMS:**

An informational session on the roadway condition of 21st Street was requested as a future agenda item.

## VIII. ADJOURNMENT

Vice-Chair Kelly excused himself and departed at approximately 1:03 p.m. and a quorum was lost with his absence. While no final action or decisions would be considered valid from this point forward, the commission was still able to meet and adjourn.

There being no further business, Commissioner Wright and Councilor Forsmann moved and seconded, respectively, to adjourn the meeting. While no final action or decisions would be considered valid from this point forward, the commission was still able to meet and adjourn. The Public Works Advisory Commission adjourned at approximately 1:11 p.m.

RESPECTFULLY SUBMITTED,

Haley Kelley

Haley Kelley,
Recording Secretary

Kathy K Schroeder

Chairperson or Acting Chairperson
Public Works Advisory Commission

Approved this 11 day of October, 2023