



# PUBLIC WORKS COMMITTEE

July 24, 2024 3:00 p.m.  
City Hall Council Chambers  
980 Applegate St., Philomath OR 97370

<b>Committee Members:</b>	Ruth Causey, Matt Lehman and Christopher McMorrان
<b>Tree Board Members:</b>	Giana Bernardini and Graham Seaders
<b>----- Agenda Topics -----</b>	
<b>Roll Call</b>	
<b>Public Works Business-</b>	
<ul style="list-style-type: none"> <li>• Minutes-April 4, 2024-Approval</li> <li>• Membrane Filter Purchasing Discussion-w/guests Pete Blumanthal-Westech Engineering, Steve Starner-City of Silverton Public Works Director-Retired, Jeff Buskirk-City of Jefferson</li> <li>• Main Street Medians Discussion</li> <li>• Probable August 1, 2024 PW meeting to select Membrane Filter Supplier</li> <li>• Other Business</li> </ul>	
<b>Tree Board Business-</b>	
<ul style="list-style-type: none"> <li>• No Business Scheduled This Meeting</li> </ul>	

**Resource persons:** Kevin Fear, Public Works Director  
Garry Black, Public Works Operations Supervisor  
Chris Workman, City Manager  
Mike Murzynsky, Finance Director

### Meeting Access Information:

This meeting is being held in-person at the City Hall Council Chambers, and the public is invited to attend. City meetings are being live-streamed on the City's YouTube channel at: [City of Philomath - YouTube](#). This is a public page; no account or user fee is required.

Given two business days' notice, an interpreter can be provided for the hearing impaired or those with limited proficiency in English. Contact the City Manager's Office to make interpreter arrangements.

City Manager's Office: 541-929-6148; [cityhall@philomathoregon.gov](mailto:cityhall@philomathoregon.gov); PO Box 400, Philomath, OR 97370.

1 **Philomath Public Works Committee**

2 **Minutes**

3 **April 4, 2024**

4 **Call to Order:**

5 Ruth Causey called the meeting to order at 3:04 PM. The meeting was held at the City Hall  
6 Council Chambers and streamed on the City of Philomath YouTube Channel.

7 **Roll Call:**

8 **Present:**

9 **Public Works Committee:** City Councilors Ruth Causey, Matt Lehman, and Christopher  
10 McMorran.

11 **Staff:** Public Works Director Kevin Fear, Public Works Operations Supervisor Garry Black, City  
12 Manager Chris Workman

13 **MINUTES:**

14 **PUBLIC WORK BUSINESS:**

15 **Action:** Councilor Lehman motioned to accept minutes; Councilor McMorran seconded.  
16 Amendment recommended by Councilor Causey to revise the reference of “trees” on second  
17 page of the minutes to “Forested Property”. Councilor McMorran motioned to amend, and  
18 Councilor Causey seconded. Vote taken. Amended minutes passed 3-0.

19 **Capital Improvement Plan-Project Review:**

- 20
- 21 • Councilor McMorran questioned if the fee schedules need to be updated and Mr. Fear  
22 said the document considers the construction going on.
  - 23 • Councilor McMorran mentioned problem areas on Main St, 9<sup>th</sup> St & 10<sup>th</sup> St. Mr. Fear said  
24 he will get it clarified.
  - 25 • Councilor Causey asked if there is data that will change because of streetscapes. Mr.  
26 Fear responded no.
  - 27 • Councilor Causey clarified that the document is being used as a reference to prioritize  
28 projects. Mr. Fear responded that the document identifies projects that need to be  
29 updated to use SDC funds.
  - 30 • Councilor Causey asked if the service, charges & maintenance should be updated.  
31 Causey requested that ongoing maintenance be included. Causey is concerned that  
32 there doesn't seem to be any mention of the city's current maintenance practices and if  
33 someone just read this section, you wouldn't know that, and that she prefers that it be  
34 mentioned. Garry agreed.
  - 35 • Councilor Causey had some concerns about retention ponds. She mentioned they are  
36 not maintained by the City, not by the property owner. She said it might be more  
37 effective if the city maintained them. Mr. Fear inquired if the city will be raising the rates  
38 to have it done. Causey inquired what exactly was done. Mr. Fear explained that at the  
39 detention ponds are reseeded, cleaned, trees are taken removed and reseeded. Causey  
clarified that Public Works has the equipment but not the manpower to do this. Causey

1 asked could those private property owners' contract with the city or someone else. Mr.  
2 Workman explained that discussions have been had but for right now, it would fall on the  
3 development to figure out how to pay overtime.

- 4 • Councilor Lehman raised concerns about the projects being done on 12<sup>th</sup> street and the  
5 potential problems related to removing the chip & seal. The committee went through  
6 Priority one listing of CIP estimates.
- 7 • Councilor McMorran wanted to clarify the Priority One projects, and the timeframe  
8 related to completing the projects. Mr. Fear indicated that problems are not getting  
9 worse, but each project is also considered with any new developments coming in.
- 10 • Mr. Workman discussed preliminary budget related to stormwater fund. Discussion was  
11 in response to Councilor McMorran inquiry of stormwater maintenance and if it was to  
12 only fix issues or work on expansions.

13 **Other Business:**

14 Meeting adjourned at 4:06 PM

15 Minutes recorded by Shannon Miller, Public Works

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DRAFT