

**PUBLIC WORKS COMMITTEE  
MINUTES**

March 6, 2014

5:30 PM

**COMMITTEE:** Matthew Bierek, Chairman; Nolan Bartlow, and Rocky Sloan

**TREE ADVISORY BOARD:** Matthew Bierek, Rocky Sloan and Nolan Bartlow

**STAFF:** Kevin Fear, Director; Garry Black, Operations Supervisor; Joan Swanson, Finance Director; and Randy Kugler, City Manager.

**GUEST:** Pam Stauber and Jerimiah Oliver, representing Philomath Community Services.

Chair Matt Bierek called the meeting of the Philomath Public Works Committee to order at 5:30 p.m.

**Minutes:**

Mayor Sloan moved, Councilor Bartlow second, to approve the minutes of the February 11, 2014, meeting as presented. Motion APPROVED 3-0.

**TREE BOARD BUSINESS:**

Other Business: None.

**PUBLIC WORKS BUSINESS:**

**Philomath Community Services request discussion:** Ms. Stauber and Mr. Oliver, representing PCS, were seeking a response as to what the City's interest might be to assist with improvements to their parking lot. Mr. Fear provided the Holderman asphalt bid of approximately \$13,000 with PCS being asked to provide half of this cost. Discussion was held on if this City contribution for parking would be subtracted from PCS's annual funding request from the City. The Committee suggested that this question should be addressed during the Budget Committee and Council review of the non-profit funding requests. PCS will seek grant funds for their share of the parking lot project. The City will commit to placing its share of the asphalt funds in the upcoming budget.

**Water meter radio unit discussion:** Ms. Swanson summarized the cost savings to be realized by ordering the equipment now as outlined in her memo. As long as the City takes possession of the needed parts by October 1, the quoted price will be honored. Funds are available from savings realized from the Applegate Street Project. The Committee wished to go forward with the purchase in order to save the City money.

**MOTION:** Mayor Sloan moved, Councilor Bartlow second, that the purchase of the radio read water meter transmitters under the terms proposed by Ferguson NW be made by the Public Works Director. Motion APPROVED 3-0.

**Capital Improvement Plan Revision/Approval:** The Committee approved the revisions to the 2014-2015 Capital Improvement Plan resulting from the decision to purchase the new radio read water meter transmitters.

**Other Business:**

None.

**ADJOURNMENT:** The meeting was adjourned at 5:50 pm.

Recorded by: Randy Kugler, City Manager