
CITY OF MILTON-FREEWATER GOVERNING BODY

Damien Reino At Large, Position 1
Steve Irving - Council President At Large, Position 2
Wes Koklich At Large, Position 3

Lewis S. Key Mayor
John Lyon Ward 1
Bradley J. Humbert Ward 2
Jose Garcia Ward 3

**CITY OF MILTON-FREEWATER
CITY COUNCIL MINUTES****September 13, 2021**

The Council of the City of Milton-Freewater met Monday, September 13, 2021 at 7:00 p.m. via virtual platform “Zoom” due to Coronavirus (COVID-19) pandemic and practicing social distancing.

The following City Council members participated: Mayor Lewis Key, Councilors Steve Irving, Brad Humbert, John Lyon, Wes Koklich and Damien Reino. Councilor Jose Garcia joined the meeting at 7:05 p.m.

Staff members participating were: City Manager Linda Hall, City Recorder Leanne Steadman, Public Works Superintendent Brian Steadman and Public Works Technician Steven Patten.

There were no guests or citizens that participated.

Representing the news media were: Sherrie Widmer of the Valley Herald and Sheila Hager of the Walla Walla Union Bulletin.

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of:

- Council Minutes from August 9, 2021
- Accounts payables from August 4, 2021 through August 17, 2021
- Accounts payables from August 18, 2021 through September 3, 2021

Councilor Irving motioned to adopt the consent calendar items. Councilor Lyon seconded the motion which passed unanimously. Councilor Garcia was not present for the vote.

OLD BUSINESS ITEM:**UPDATE – AQUATIC CENTER HEAT PUMPS**

Public Works Superintendent Brian Steadman gave an update on the aquatic center heat pumps. He stated that after reviewing the original documents that had specific instructions on winterizing, the pool was never designed to be heated in the winter. The document states the pool is to be full of water and no lower than the bottom of the tiles just above the plaster surface on the walls of the pool. Thermal winter covers have been ordered and expected to arrive late September. Mr. Steadman contacted two other cities that have plaster surface pools, both keep water in the pools and they do not heat them in the winter. He said the two heat pumps originally installed at the pool were only installed to heat the pool during the beginning of the open season to try and warm the water some but they were not intended to heat the pool in the winter months so if staff attempts to heat the pool in the winter, it would take four heat pumps to keep the water at 38 to 40 degrees. These four heat pumps will nearly double the cost of installation of pool heaters. The revised quote from Mill Creek Mechanical was \$140,379. Estimated cost to heat the pool all year was \$14,415 and an estimated yearly maintenance of \$4,000. This did not include the cost of running any of the

pumps to circulate the water or the cost of adding heat to the mechanical room. Mr. Steadman stated he believed there were two options: option 1 – replace the two heat pumps as originally designed for and only heat the pool during summer season with an estimated cost of \$76,378 for the heat pumps, installation, summer heating costs and yearly maintenance cost or option 2 – do not replace the two heat pumps, install winter thermal covers and winterize the pool as specified in the original documents and use the approximately \$77,000 on other Parks and Recreation projects not yet addressed.

Councilor Humbert stated he was comfortable with not heating the pool and concurred with following the recommendation in the original pool document. He stated there were other facilities like the golf course that need repairs, especially the golf course cart paths.

Councilor Irving stated he agreed with Councilor Humbert.

Manager Hall stated the aquatic center met its goal this year and there was a great savings with partnering with Walla Walla YMCA for lifeguard services. As previously mentioned, there are other recreational facilities that need repair. She reiterated that the two original heat pumps at the pool were only there to help heat the water during the start-up of the season in the spring but not for the purpose of heating the water throughout the winter months.

A discussion ensued.

There was a council consensus to direct staff to go forward with not purchasing new heat pumps and to stay with keeping the pool full of water without heat pumps heating the water and using the thermal covers through the winter.

BUSINESS ITEMS:

RESOLUTION NO. 2470, AMENDING WATER RATE SCHEDULE TO INCLUDE WATER SERVICE ESTIMATE FEES

Mr. Steadman stated staff was proposing to amend the water rate resolution to include water estimate fees. Currently, staff provides water estimates at no charge. Staff proposed to establish water estimates fees similar to the electric department back in 2018. The estimate fee for water service with a 1” line or smaller would be \$100.00 and larger than 1” line would be \$200.00 each with outside city limits customers being double the rate. The estimate fees would be applied to the final cost of the service upon completion of work. Estimates for new services not constructed will be non-refundable.

Mayor Key asked how many estimates that are given out actually go forward with the project.

Mr. Steadman stated approximately fifty percent.

A discussion ensued regarding the amount of the fee.

Councilor Lyon suggested going forward with staff’s recommended fees as proposed on the resolution.

Councilor Lyon motioned to adopt Resolution No. 2470, Resolution Amending Water Rate Schedule to include New Water Service Estimate Fees as Part of Section 3 of the Rate Resolution. Councilor Garcia seconded the motion which passed unanimously.

RESOLUTION NO. 2471, AUTHORIZATION TO ENTER INTO SERVICE AGREEMENT WITH BADGER USING BEACON AS NEW ADVANCED METERING ANALYTICS USING ORION CELLULAR AUTOMATED METERING SOFTWARE

APPROVAL TO PURCHASE WATER METER REGISTERS/TRANSMITTERS FROM GENERAL PACIFIC, INC. IN THE AMOUNT OF \$54,275

Mr. Steadman stated with the exception of newly installed water meters, most of those already installed were part of the Automated Metering Infrastructure (AMI) project through a Battelle Smart Grid Demonstration Grant in 2010/2011. The system currently sends water meter readings through an electric meter that transmits through the electric lines to the billing computer in the Finance Department at City Hall. When the system was installed the life expectancy of the Orion unit batteries was 10-12 years. Unfortunately, the unit batteries are no longer available and neither are the automated Orion sending units. For the new meters being installed staff has to manually read the water meters and submit that to billing. The lack of automated readings also prevents staff from catching leak detection and automated alerts. Options for a new automated meter reading system has been researched and the options are cellular based systems. A system like this will allow staff to improve water conservation with the addition of a cell phone app and it will allow customers to easily monitor their own water usage. All Orion meter registers must be replaced no later than the year 2025. There are limited companies that offer service that is compatible with our current water meters. Staff recommended Badger Beacon cellular service. Staff is planning to continue to use the existing Badger water meters but rather than the Orion register sending unit that communicates with the electrical meter, the new Orion units will communicate via a new Orion cellular transmitting unit which is tied to the Badger Beacon Software. For the new proposed units the annual maintenance charge fees will be \$.89 per meter, per month. Staff was not proposing any kind of increase in fees to cover this cost until all meters have been upgraded and then it would be re-evaluated at that time.

A discussion ensued around the monthly/yearly fee, if and/or when that should be accessed to the end user.

Councilor Irving motioned to adopt Resolution No. 2471, Resolution Authorizing approval to enter into a service agreement with Badger using Beacon Software as our new AMA cellular water metering software in the amount of \$8,250 plus annual maintenance charges of \$.89 per meter, per month for a first year cost of \$3,471.00 for a total of \$11,721. Councilor Garcia seconded the motion which passed unanimously.

Councilor Irving motioned to authorize the purchase of 325 new water meter Orion registers with the new Badger Beacon AMA cellular end points in the amount of \$167.00 each for a total of \$54,275.00 from General Pacific, Inc. as they are the sole Badger and Orion distributor. Councilor Garcia seconded the motion which passed unanimously.

RESOLUTION NO. 2472, AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT WITH ANDERSON PERRY & ASSOCIATES FOR HOUSE BILL 2017 PROJECT – POWELL ROAD IMPROVEMENTS IN THE AMOUNT OF \$125,000

Mr. Steadman stated staff was seeking authorization to enter into a professional service agreement with Anderson Perry & Associates in regards to design engineering and permitting services for bridge and road improvements associated with House Bill 2017 (HB2017) along Powell Road from N. Main Street west to Lamb Street. Some of the improvements included in the funding agreement require engineering, permitting and oversight above staff's regular scope of expertise. In order to continue receiving funds as reimbursements for actual out of pocket costs for pre-approved eligible expenses, all work must be complete prior to August 2023. In the agreement design engineering professional services are proposed to not exceed \$75,000 and permitting is proposed to not exceed an additional \$50,000 for a total of \$125,000. This is within the term of the funding agreement and project window and will be fully reimbursed by the State of Oregon through the Local Agency Agreement which was approved by the Council August of 2018.

Councilor Humbert stated \$125,000 seemed like a lot of money and that he had no doubt that Public Works staff could engineer the work to be done.

Manager Hall said she agreed, the Public Works staff was very capable but, engineering to replace a bridge required an engineer's stamp of approval.

Mr. Steadman stated the design engineering for the entire project was \$75,000 with the remaining \$50,000 for permitting, not all \$125,000 was design engineering.

A discussion ensued.

Councilor Lyon motioned to adopt Resolution No. 2472, Resolution Authorizing Signature to the Agreement for Professional Services, Job No. 201-52 for House Bill 2017 Powell Road Improvements with Anderson Perry & Associates, Inc. not to exceed \$125,000. Councilor Reino seconded the motion which passed with Council Humbert being the dissenting vote.

MANAGERS REPORT

Manager Hall thanked the council for their support for allowing the closure of city facilities as to allow employees to attend the Memorial Service of co-worker Pam Hays. She said there wasn't an empty seat at the service which was held at the First Christian Church. Pam will be sorely missed. Manager Hall reported Milton-Freewater was highlighted in the October 2021 edition of the tourism magazine "Oregon 1859".

COUNCIL ANNOUNCEMENTS

There being no further business the meeting was adjourned at 8:25 p.m.

Lewis S. Key, Mayor