

**TOWN OF YARROW POINT
COUNCIL STUDY SESSION NO. 6 MEETING MINUTES
November 18, 2014
6:00 PM**

The following is a summary of action during the proceedings and is *not* a verbatim transcript.

CALL TO ORDER:

Mayor Dicker Cahill called the meeting to order at 6:04 PM.

PRESENT:

Mayor: Dicker Cahill

Councilmembers: Steve Bush
Mary Elmore
Andy Valaas
Carl Scandella
Bruce Jones

Staff: Anastasiya Warhol – Town Clerk-Treasurer
John Joplin – Town Fiscal Coordinator
Stacia Schroeder – Town Engineer
Mona Green – Town Planner
Wayne Stewart – Town Attorney

Guests: Melvin Freeman – Town Resident
Jeremy Michel – Account Manager, Puget Sound Energy IntoLight

REGULAR BUSINESS:

SS 14-06 Utility Undergrounding and Pathway Extension

Engineer Stacia Schroeder introduced the agenda for the 6th official study session regarding Utility Undergrounding and the Pathway Extension.

Landscape Architect

On November 6th, the Town executed an agreement with MacLeod Reckord, Landscape Architects (LA) in the amount of \$68,510.58. The costs were negotiated down from the original proposal and *do* include extra work associated with 4664 95th Avenue frontage though the specific landscaping plan will need to be negotiated with the Town. The LA has begun the work and is set to have 60% of the design complete by January 31st.

Underground Conversion Update

Regarding Town street lights, PSE IntoLight has submitted a contract to the Town. The contract is for the installation of 13 new street lights at a cost of \$111,304.27. IntoLight representative Jeremy Michel explained that the new street lights cost more due higher material/hardware costs and taxes. Additionally, material costs have increased since “Phase One” street light installation.

Currently, the Town owns 17 street lights. They are uninsured and insuring them would incur significant costs. Regardless of insurance status, the Town is liable to maintain the 17 street lights, a challenging task given the lack of equipment and Staff resources. In response to Councilman Scandella's question about LED lights, Mr. Michael responded that PSE does not use LED lights, they happen to generate a lot of complaints.

After discussion, Mayor Cahill requested that Stacia Schroeder prepare documents to transfer ownership and maintenance of the Town-owned street lights to PSE. Ms. Schroeder agreed to prepare documents for the December Council meeting.

Pathway Surfacing

Regarding maintenance of the existing pathway, the Town had chosen to use a Resin XL, a product by Soil Stabilization Products Company as the pathway material. However, after the installation of a small patch near the Town Entry, the Town Engineer determined that neither the material nor the installation methods would pass inspection. Specifically, the installed material does not match the existing pathway in color or texture, and it was obviously installed in improper weather conditions, thereby jeopardizing the curing process. The Town has rejected the sidewalk as constructed and is considering allowing ECC to install concrete sidewalk instead. Additionally, Combined Construction's patch repair work (\$14,625 approved for project) has been postponed until a new material is chosen.

At this time, the Council will consider the following options for materials:

1. ¼" Minus Compacted Crushed Rock – \$3.75/sf
2. Resin XL – \$11.50/sf
3. Exposed Aggregate Concrete - \$11.50/sf
4. Pavers/Bricks – \$16.50/sf
5. Asphalt (no costs available yet)

Before making a decision, the Council will use the next few weeks to find local examples of these types of materials. Additionally, the Council has requested that a small strip of ¼" minus compacted crushed rock be installed as a test sample. Finally, the Council will engage the Park Board in further discussions on pathway materials.

Underground Conversion

Since evaluating the preliminary design, the Town has authorized PSE to proceed with the final design (11/7); PSE will have roughly 30 business days to complete the final design. The final design will be submitted by late November. Utility purveyors are also working on their related plans; CenturyLink hopes to have a preliminary design submitted to Town Hall by early December, Comcast will begin creating a preliminary design soon. In response to Councilman Scandella's question about resident outreach, Ms. Schroeder explained that a two-week window has been fixed in the project schedule to discuss with residents implications of the final design relative to their property.

Funding

Fiscal Coordinator John Joplin reported that he has determined that while seeking Bond Counsel may be helpful, it is not necessary. The Town continues to narrow loan options; two banks, Cashmere and Banner Bank are being communicated with while the Town looks for a third option as well. Surveying the market, it is likely the Town will secure a loan at around 2.75%. Mr. Joplin is scheduled to meet with the banks in the coming weeks and will report back.

Community Outreach

To date, 9 of the 11 first-priority homeowners have been contacted. Ms. Schroder explained that one-on-one meetings are proving to be very beneficial as they offer unique details which could not be covered in an 'open house' setting. Mayor Cahill noted that he'd like to host an Open House as part of a Town-wide PR campaign in early 2015.

December Study Session

Town Council will meet on Tuesday, December 9th at 6PM for the next Study Session.

ADJOURNMENT:

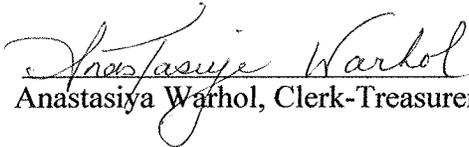
The meeting was adjourned at 7:04 pm.

APPROVED:



Dicker Cahill, Mayor

ATTEST:


Anastasiya Warhol, Clerk-Treasurer