

CITY OF POLSON

CITY COMMISSION MEETING

Commission Chambers

August 3, 2015

7:00 p.m.

ATTENDANCE: Mayor Heather Knutson, Commissioners Campbell, Donovan, Erickson, Siler, Southerland, and Turner. City Manager Mark Shrives, City Clerk Cora Pritt

OTHERS PRESENT (who voluntarily signed in): Dennis DeVries, Elsa Duford, Kevin Johnson, Bonnie Manicke, and Lee Manicke

CALL TO ORDER: (00:03) Mayor Knutson called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

APPROVAL OF PROPOSED AGENDA (00:45) - Commissioner Turner motion to approve the proposed agenda. Commissioner Erickson second. City Commission discussion: none Public comment: none **VOTE: Unanimous Motion carried**

PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC **NOT ON THE AGENDA (1:12)-Ken Coopmans**, commented on the MRZD area of 11th. There are approximately 80 families that live on this street and the road has yet to be improved. There are 25-35 school children who walk in the middle of the street because there are no sidewalks or paths. There is now another multi-family development proposed for the street. There are concerns for safety and water/sewer. There needs to be updates made to the street. City Manager Shrives commented on the proposed development. It would consist of 8 4 plexes which are permitted per the current Polson Development Code. Commissioner Campbell commented that this area has a previous history of drainage issues. **Lee Manicke** commented that the City does have some say when the developer brings in the plans for plan review to get a building permit. The City has some say at that point. **Brian Pittsley** commented on the road access the proposed development is going to use. The access is going to go right down the property line. This would essentially land lock the back piece of property. City Manager Shrives commented that the access would be off 11th.

CONSENT AGENDA (12:05) - (a). Additional June 2015 Claims (b). July 15-31, 2015 Claims, (c) City Commission Meeting Minutes July 20, 2015, (d). Approve City Liquor License for Mackenzie River Company & Walgreens. **Commissioner Campbell motion to approve the Consent Agenda. Commissioner Siler second.** City Commission discussion: none Public Comment: **Elsa Duford** commented that the Condition of Approval that was missing from the report submitted by Johna Morrison for Ridgewater Dr was not included in the minutes. It is Condition #48, “The 15th Ave East connection is not to be used. Added by the City Commission on May 2,” It goes on to state that Phase VI does not touch the 15th Ave E. connection. Commission Siler commented that there is a permanent barrier put there and that there is no intention of coming onto 15th. **VOTE: Unanimous Motion carried**

CITY MANAGER COMMENTS (16:42) – City Manager Shrives commented on the following: The Economic Development Council will be holding a Public Hearing on August 19, 2015 at 6:30 p.m. in the Polson Middle School lunchroom. Please email Cindy Dooley if you are going to attend. A legal opinion from the City Attorney was distributed on the process of disposing of surplus property. It could possibly be sold to individual citizens. The subject will be discussed at a future Commission meeting. No bids were received for the Olde 9 Golf Course Irrigation project. There was a discussion with the Bond Council about the City serving as the General Contractor. This is a viable option due to the

funding that is being put together for the project. There needs to be a decision due to the timeline. There doesn't need to be a vote, just a consensus. Commissioner Campbell asked if it couldn't be put off for another season. City Manager Shrives commented that it has been put off for about 20 seasons. The City would bring on temporary skilled employees to do the work. Commissioner Turner asked who would be the over-seer of the project. City Manager Shrives answered that the Architect Engineer Greg Baer would be on site and City Golf Maintenance Superintendent Pat Nowlen would fill in when Greg wasn't available. Commissioners Campbell, Turner, and Siler stated that it sounded risky. City Manager Shrives commented that the City will go back and re-work it for next year. Finally, potential good news on the test Well. Drilling has been successful. The company drilled down 295 feet and hit two lenses of water. At this point there is roughly 300 gallons of water. The Engineer asked if the City wanted to continue to drill down to 500 feet with the expectation that if we are successful then we will have potentially another 150 gallons of water per minute. There would be an additional cost of \$11,000.00 to drill deeper. To complete the additional drilling would be an additional \$50,000.00. The original budget for this project was \$151,000.00 so the City would be well within the budget to do the additional drilling. Commissioner Campbell asked about the volume pump when the testing was being done. The more pump, the more contaminants are brought in. City Manager Shrives commented that he will confirm the flow test and the numbers. There needs to be a consensus before we move forward on this. Commissioner Campbell asked that the City Manager find out what flow he took the samples and the concentration of iron and manganese. There may be a special meeting called because the drilling equipment can't be just sitting there.

APPOINTMENT OF NEW CITY JUDGE (43:29)-agenda item was presented by City Manager Shrives. The City advertised for the position and received three applications. The applications were received from Dennis DeVries, Mick Holien, and Ken Pitt. Mr. Pitt was unavailable for the interview process due to being out of state. The Interview Committee consisted of City Manager Mark Shrives, City Commissioner Jill Southerland, Chief of Police Wade Nash, and Assistant City Attorney Josh Morigeau. The committee recommends appointing Dennis DeVries to a four year term as the City of Polson City Judge. **Commissioner Campbell motion to appoint Dennis DeVries as the City of Polson City Judge. Term of Appointment to be four years. City Manager to negotiate and finalize employment agreement. Second Commissioner Southerland.** City commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried**

RIDGEWATER SUBDIVISION PHASE 5 SUBDIVISION IMPROVEMENT

AGREEMENT(45:52) -City Manager Mark Shrives presented this agenda item. There were Subdivision Improvement Agreements in place for Phase 5 & Phase 6 of Ridgewater Subdivision. The funds were being held until completion of required public improvements. During the City inspection of Phase 6 it was determined that all conditions had been completed. All of the improvements for Phase 5 have not been completed. Based on the improvements to be completed for Phase 5 the total will be \$45,187.00 to be held until July 1, 2016. **Commissioner Turner motion to approve the attached subdivision improvement agreement. Commissioner Donovan second.** City Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried**

WASTE WATER TREATMENT PROJECT BUDGET UPDATE (49:21) DOWL/HKM Engineer Kevin Johnson gave the following power point presentation:



City of Polson

Water Resource Recovery Facility
Project Update
August 3, 2015



Update – Agenda/Outline

- Review Treatment Facility Plan/Concept
- Current Concept and Cost Updates
- Funding Update
- Moving Ahead & Schedule



Selected Alternative Review- (Sequencing Batch Reactor) - Site Plan



Selected Alternative Review Sequencing Batch Reactor

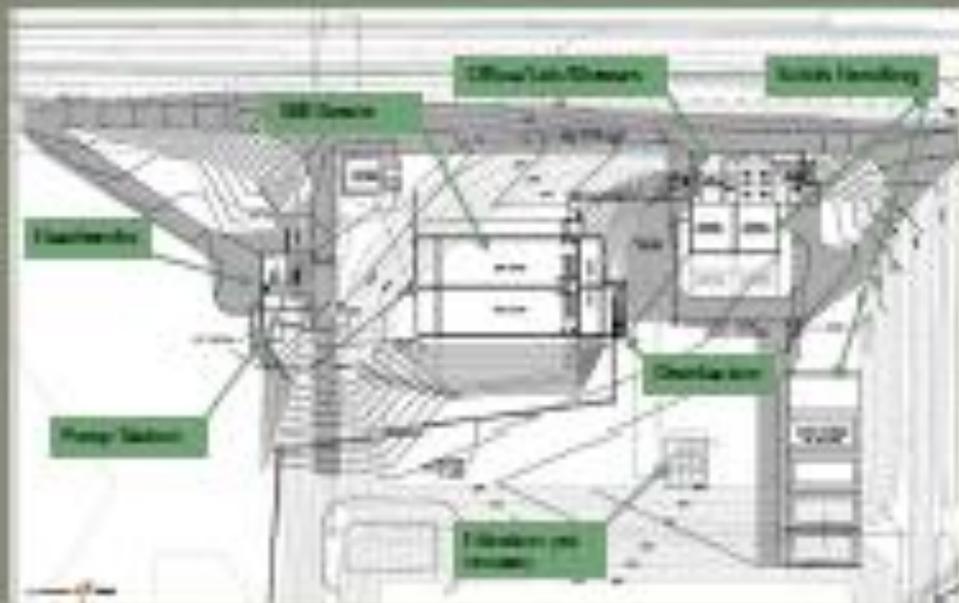


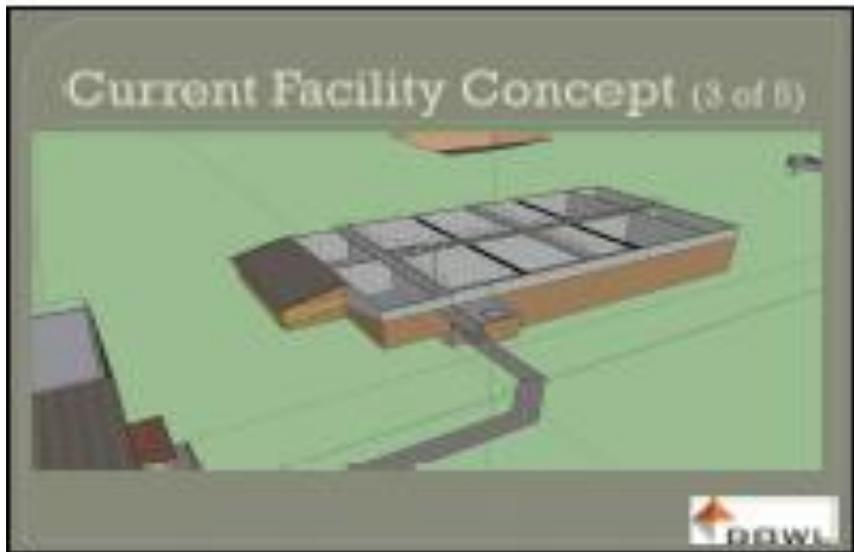
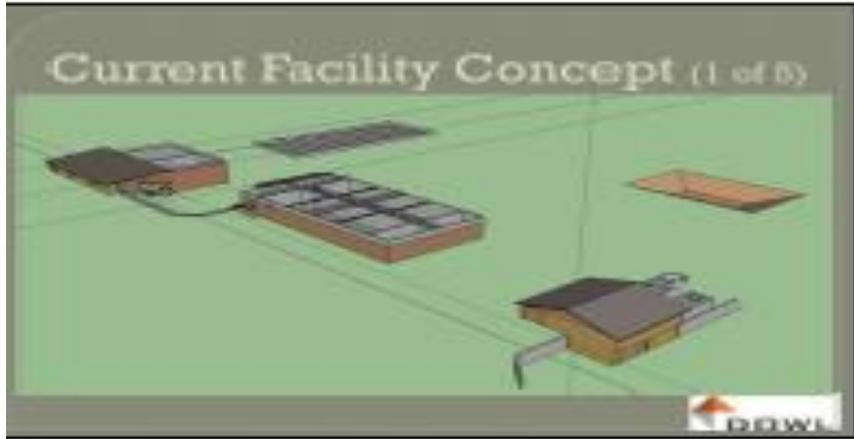
Alternative Cost Summary (April 2014)

	Treatment Options		
	Sequence Batch Reactor (SBR)	Sequence Batch Reactor (SBR) Filtration	Membrane Bioreactor
Capital Cost - Headworks	\$1,000,000	\$1,000,000	\$1,000,000
Capital Cost - solids handling	\$1,000,000	\$1,000,000	\$1,000,000
Capital Cost - Biological Process	\$2,477,000	\$2,407,000	\$2,400,000
Capital Cost - filtration	0	\$1,968,000	0
Capital Cost - air pollution	\$400,000	\$400,000	\$400,000
Capital Costs - Totals	\$5,877,000	\$6,775,000	\$5,800,000

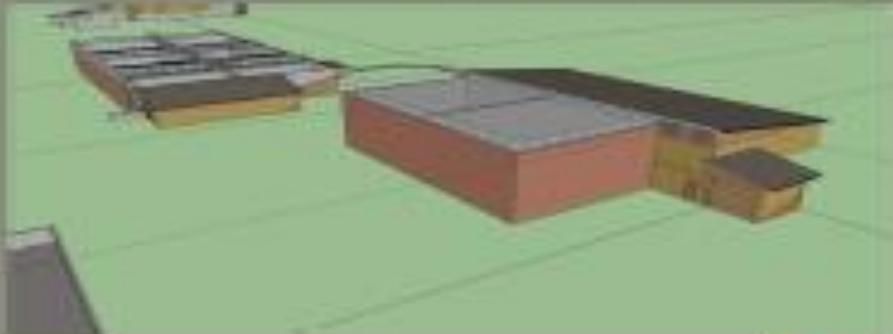


Current Facility Concept SBR - Site Plan

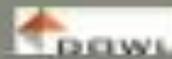
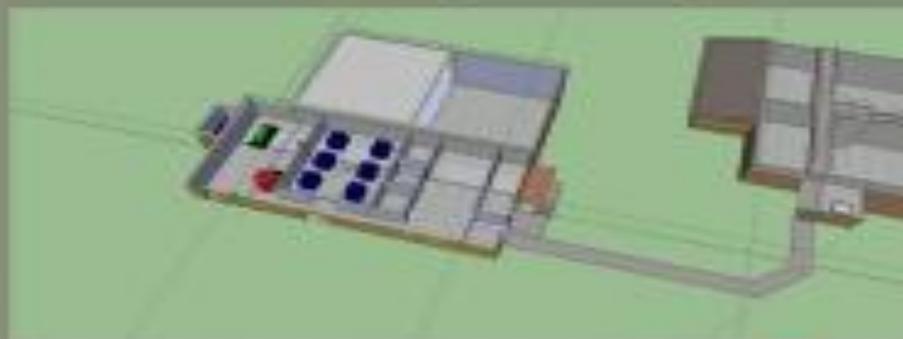




Current Facility Concept (4 of 5)



Current Facility Concept (5 of 5)



Current Cost Estimate (Aug '15)

Item	2014 P&B Estimate	July 2015 Estimate
Construction - Industrial Process Station	\$ 1,300,000	\$ 1,300,000
2015 Industrial Facility	\$ 1,500,000	\$ 1,500,000
Industrial Process Station Training	\$ 1,500,000	\$ 1,500,000
Site Construction	\$ 200,000	\$ 1,500,000
Total	\$ 4,500,000	\$ 4,800,000
Proposed Increase in Unit Price	\$ 25.00	\$ 25.00
Final Unit Price Proposed	\$ 75.00	\$ 75.00
2014 P&B Estimate	20 yr 2.5% Loan	20 yr 3.0% Loan



Status of Funding

- TSEP Grant (\$750,000)
- RRGL Grant (\$125,000)
- CDBG Grant (Award Notices Pending ?)
- SRF "Grant" (\$400,000), Loan Forgiveness
- WRDA Grant Possible – Amount ???
- Local Funds (\$1.2 Million)
- SRF Loan (\$14.3 Million)



Funding Steps

Environmental Assessment

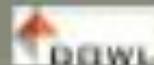
- 30-day Publication

Edits/Revisions to PER for SRF Funding Program

- Approval Needed by Council Resolution
- Procure Commitment from SRF

TSEP/RRGL Startup Conditions

- Project Budget, Schedule, PM Plan
- Execute Funding Contracts



Moving Forward

Pre-Design Report

- Concept Designs Reviewed with City
- Need Concurrence on Current Concept (Basis of Final Design)

Headworks Equipment Procurement Complete

- Design of Headworks Can Proceed
- Design of Control/Solids Process Building Can Proceed
- Execute Final Design/CA Amendment



Moving Forward

SBR (Biological Process) Procurement

- Need DEQ Comments (In Review)
- Advertise for Bids (30 day Advertisement)
- Evaluate Proposals, Interview, Select
- Design of SBR Can Then Proceed



Moving Forward

- Final Design Contract; Bidding, CA, Startup (Now to April, 2016)
- Submit to DEQ – March 1, 2016
 - 60-day DEQ Review
 - 30-days; Comment Response and DEQ Approval
 - 30-day Bid Period (Bidding June/July ???)
 - 30-days to Contracts; Notice to Proceed
 - 18-month Construction Period



Upcoming City Actions

- Adopt PER Revisions (Resolution)
- TSEP/RRGL/SRF (Execute Funding Agreements)
- Bid/Award Project for Sludge Removal (Cell #1)
- Contract Amendment for Final Design/Bidding/CA
- Bid/Select SBR Manufacturer



City of Polson

Water Resource Recovery Facility

Questions?



(01:42:40) Mayor Knutson asked the Commission if there were any items that needed full minutes or will action minutes suffice. The general consensus was all to be Action Minutes.

Adjourn. (01:45:45) Commissioner Southerland motion to adjourn. Commissioner Campbell second. Commission discussion: none Public Comment: none **VOTE: Unanimous Motion carried.**

ADJOURN: 8:45 p.m.

Heather Knutson, Mayor

ATTEST: _____

Cora E. Pritt, City Clerk