

# **Raymond - South Bend Regional Wastewater Coordinating Committee**

300 First Street • Raymond • WA 98577 •

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## **RWCC**

### **REGULAR MEETING**

#### **Raymond City Hall**

**October 13, 2011**

The meeting was called to order by Chairman Eric deMontigny at 5:35 PM. In attendance were Eric deMontigny, Patricia Neve, Jerry Bowman, Kirk Church, Todd Stephens, John Dunsmoor, Jay Swift, Tom Zerkel, Steve Russell, and Bob Jungar

- **INTRODUCTIONS – None Necessary**
- **REVIEW AND APPROVAL OF SEPTEMBER 2011 MEETING MINUTES**
  - A motion to accept the September 2011 meeting minutes was made by John Dunsmoor, seconded by Jerry Bowman, and passed by the group.
- **CONVEYANCE PROJECT CLOSEOUT**
  - Landis and Landis release of retainage and acceptance
    - Final pay estimate paid by City on October 4<sup>th</sup>. Project was accepted as complete on September 19. 60-day close out will end on November 18, when retainage would normally be released. Landis and Landis provided a 60-day retainage bond which allowed release of retainage.
  - G&O deliverables (O&M Manual, record drawings, etc)
    - Equipment O&M manuals arrived at South Bend City Hall today.
    - Engineering O&M Manual is complete; however, G&O will accept comments from the cities after they have a chance to review. Four copies of the final drawings will be sent to each city.
    - Jay provided three copies of the record drawings. More may be required (two for each city for archive, plus copies for placement at the facilities). Cities to provide final number required.
    - Final cost for LL project is \$5,193,723.97. Raymond's share is \$2,156,583.06 and South Bend's share is \$3,037,140.90. Jay distributed a Loan Repayment Schedule. The indicated total project cost on the spreadsheet is off by around \$16,000. Jay will correct the spreadsheet and resubmit.
      - There is \$172,500 remaining in the budget: Discussion ensued as to possible uses for the money. Funds are from the loan portion so interest would apply at a rate of 1.1% if we were to

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use the ARRA/SRF money. If there are grant funds available from the USDA funding, it would be better to use those first. If we were to use the leftover ARRA/SRF money, we would have to do so soon, as these funds will close out soon. One idea is to pave the area between Eklund Park and the new restroom.

- **PHASE II PROJECTS**

- There was a general discussion about potential Phase II-B projects to be funded by the amount left over because bids for Treatment Plant came in below the amount of available funding provided by USDA/RD. Jay provided a chart of possible projects. The estimates are conceptual and heavily weighted toward decommissioning of the existing lagoons (both Raymond's and South Bend's) as they have the highest potential cost, are required to be decommissioned by Ecology, and stand the best chance of staying on the "to do" list and being approved. RD has already approved the tasks on Jay's chart and G&O will work to firm up the numbers.
- The amounts shown for tasks #12 through #16 indicate the exact amount of grant money left over.
- One possibility not explicitly listed is South Bend's Central Avenue. (It is, however, listed in South Bend's facilities plan as a future I/I removal project.) G&O will get a better handle on the estimated construction costs in order to gauge how much to devote to Central Avenue. The estimated cost of this project which consists mainly of removing the line from the storm arch, was approximately \$750,000 in 2007, and may be higher now. The city spent the last three weeks removing debris from and repairing sewer lines within the storm arch pipe. Janet and Steve are reviewing options. G&O was requested to submit a proposal for preliminary engineering services and an updated construction cost estimate.
- Decommissioning of the existing lagoons at South Bend is mandatory. At a minimum, this will include removal of biosolids as required by Ecology. As this land belongs to Weyerhaeuser, we must also abide by the terms of their lease, which may require underground pipe removal and other restoration measures, including filling up of the area.
- Decommissioning the Raymond lagoon could run up to \$2 million, depending on the volume and disposal cost for biosolids that are contaminated with lead, zinc, and copper. Biosolids containing these contaminants at levels exceeding standards for land application must be removed and taken to a land fill for proper disposal.
- Ecology has not yet formally responded regarding the Cities' biosolids permit application submitted in January 2011, but Ecology was consulted as the

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applications were developed, and Ecology has agreed (both via email and verbally) to the concepts in the applications. (These applications are to cover both disposing of the Cities' lagoon biosolids as well as future Class A biosolids.)

- It is estimated that South Bend sludge is six feet deep and runs the length of the lagoon, according to the previous contractor, Bob Thode (Fire Mountain Farms), who partially removed biosolids from the lagoons. Based on information from Thode, and historical measurements of the solids content in the biosolids, the estimated cost could vary anywhere between \$500K and \$1.6 million to remove the biosolids and land apply. There is some doubt about the actual quantity in place – the figures above were obtained from the contractor and have not been independently verified. The material in place was previously tested and contained 20% solids with a low nutrient value. It was not contaminated with metals or other deleterious materials and may be able to be land applied. Volume measurements need to be taken for the South Bend biosolids so we know what we are truly dealing with. Sufficient information regarding biosolids quality and quantities exists for Raymond; however, additional field work will be necessary or South Bend to characterize and quantify the biosolids. G&O will review the biosolids situation for the South end and Raymond lagoons and submit a proposal that will include services to assess the quantity, solids and nutrient content, disposal options and costs, and decommissioning alternatives.

- **I/I PROJECT UPDATE**

- Ronglin's has started the 3<sup>rd</sup> Street work after which they will move to Willapa (South Bend)
- The work at South Bend schools has been completed.
- Both Mayors have signed budget reallocation of \$95,000 from South Bend to Raymond for the Highway 101 work in the vicinity of McDonalds, per previous discussions and recommendation of the RWCC. The budget spreadsheet now includes a line item for the South Bend credit.
- McDonalds easement
  - Because the initial plans were modified, it is no longer necessary to block McDonald's drive-through and a construction easement is not necessary. Jay did not have the information on whether or not a permanent easement for existing assets (manholes, piping) is necessary. Janet has the details and Jay will provide the RWCC an e-mail describing the permanent easement status. There was discussion if an easement already exists in the area but nothing definitive has been provided to the RWCC indicating that one does.
  - Work on the 101 realignment and adjacent properties should begin at the end of October.

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- State DOT approvals
  - Janet is working with DOT on approvals for work in the right-of-way. Apparently, they haven't issued the permit yet due to concerns about temporary bypassing pumping. G&O will report back to RWCC when permit is obtained or if there are additional delays.
- **REGIONAL WWTP PROJECT UPDATE**
  - Construction progress
    - Work continues on the foundation slab for the aeration basins and digesters. The floor slabs should be finished within the next five weeks. They are now beginning to install rebar for the walls.
    - The concrete work looks good. The pipe work looks good. Totem is getting up to speed.
    - The work site is very clean and orderly
  - Schedule
    - Rognlin's has slipped maybe 3 weeks from their original schedule, but G&O thinks they are on track for making the substantial completion deadline.
  - Change orders and potential construction issues:
    - There are 4 items on Change Order No 3. The total for all is \$55K.
      - Item #1 is to provide and install the cellular auto dialer for South Bend Pump Station3 = Item cost = \$8,500.
      - Item #2 is to revise quantity and amount for ductile iron pressure line used for Schedule B, Item 13. Item cost = \$12,265. This item is proportional between South Bend and Raymond.
      - Item #3 is for culvert replacement along the Willapa Hills Trail. The culverts are failing or near failing. They run 4 to 5 feet off of the highway parallel to 101 and cross Prospect. A question arose regarding WSDOT design standards for the culvert at Prospect – minimum distance required to extend beyond edge of roadway - which G&O will investigate and report back. Mayor Church suggested that we look at relining the culverts with 20" pipe rather than replacing the culverts. This item is for South Bend and shows a cost to replace the culverts at \$26,722.32.
      - Item #4 is for finish grading and hydroseeding the filled former dechlorination channel. This item is proportional for South Bend and Raymond. Cost of this item is \$7,430.54.
      - Motion to approve items 1, 2, and 4 was made by Jerry Bowman and seconded by John Dunsmoor. The motion passed. Item 3

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will be considered separately after receiving additional information from G&O.

- Payment status – First payment has been received from USDA.
- G&O deliverables (engineering report [tech memo compilation], control descriptions)
  - Report compilation will be out in two weeks.
  - Doug is working on control descriptions. He is gathering manufacturers' submittals and conforming the control descriptions with them. Tom and Jay said it would take no more than 2 months at the outside for completion.
- **REGIONAL PROJECT ACCOUNTING SPREADSHEET UPDATE**
  - G&O presented an updated spreadsheet, including changes per authorizations from September meeting.
    - Reflecting CM amendment amount that was approved
    - Added credit for South Bend for reallocation on I/I projects
    - Updated final CM cost for conveyance project
    - Dee and Hester had questions that will be reflected in a future version.
    - SRF load payments begin
  - Discussion / planning for initiation of annual budgeting process
    - Dean needs to provide budget to RWCC each year about this time. The RWCC would like to see at least a mock up to work with.
    - Dee and Hester are working on the budget.
    - Jay will send out Excel file with budgeting information
- **There being no further engineering or CM issues to discuss, Jay and Tom departed from the meeting**
- **DISCUSSION OF POSSIBLE UPDATE OF INTERGOVERNMENTAL CONTRACT AND/OR RWCC BYLAWS**
  - Keeping, recording, and distributing meeting minutes
    - The Intergovernmental Contract (IGC) allows the Administrative Manager to hire a staff person to keep, record and distribute formal meeting minutes; however, that person currently must be an employee of the Lead City, which is Raymond.
    - A suggested change will give the Administrative Manager the ability to appoint or hire a non-City employee to keep, record and distribute formal meeting minutes, with RWCC approval.

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- As this is part of the IGC, a change must be approved by both city councils. Eric will draft a revision to the IGC regarding keeping of meeting minutes to present to the city councils.
  - Meeting starting time
    - The Bylaws state that RWCC meetings will commence at 7:00 PM. Suggested change is to state meeting times as 5:30 PM or as amended by necessity. This is not part of the IGC. A motion to accept this change was made by Jerry, seconded by Eric, and passed by the group.
    - A notation was made that these are open public meetings.
    - It was suggested that the By-laws be reviewed each year before the end of the 4<sup>th</sup> quarter.
    - Proposed changes to the By-laws will be drafted by Eric and circulated prior to the next meeting.
  - RWCC membership (makeup of representatives)
    - The IGC and the By-laws state that membership in the RWCC shall be comprised of 2 elected officials and 1 non-elected citizen from each city. Kirk suggested an amendment to allow RWCC membership to consist of 1 elected official and 2 others, elected or non-elected. After discussion, a consensus was reached to draft language that membership be revised to “three members, of which one must be an elected official”.
    - This change will open the committee up to a wider population which may provide a greater amount and/or degree of experience and/or expertise
    - As this modifies the IGC, the amended language will be taken before the city councils. A motion to modify the IGC and By laws and present to the councils was made by Todd, seconded by Jerry and passed by the group. Proposed changes to the By-laws will be drafted by Eric and circulated prior to the next meeting.
- **SET NEXT MEETING – November 17, 2011 - 5:30 - Raymond**
- **ADJOURN 7:15 PM**