



Harrisburg City Council Meeting Minutes
August 24, 2021
6:30 PM

Mayor: Robert Duncan
Council President: Mike Caughey
Councilors: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, and Charlotte Thomas (arrived at 6:41pm)
Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer Cathy Nelson, and City Recorder Lori Ross
Meeting Location: Harrisburg Municipal Center located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:31pm.

CONCERNED CITIZEN(S) IN THE AUDIENCE. Mike Hurd, business owner and volunteer for Harrisburg Rural Fire Department, approached the Council. He thanked the Council for the letter submitted to Governor Brown and for standing up for local businesses. He informed Council that a few weeks ago Governor Brown issued a mandate that anyone holding a license by Oregon Health Authority must be vaccinated or receive a \$500 per day fine. He said that 18 months ago, first responders were out there, responding to calls, no vaccine and putting themselves at risk and it was scary. Now, there is a vaccine, but for personal reasons, many are opting out. He is asking City Council to write a letter, to the Governor, requesting she take away that mandate and allow those not ready to take the vaccine be able to continue to be able to serve their community. HFD is made up of 60% volunteers and he stated we would lose two, which would account for 50 years of experience. HFD wears Niosh respirators when on all calls which help protect the firefighter as well as the resident.

- Klemm added that this is not just limited to our town. All health systems across the state are struggling to keep staff. When this mandate kicks in at the end of September, they will have even a further shortage which will put a bigger strain on our health care systems. Klemm asked Hurd if before the mandate, when weekly testing was an option, is that something they could have lived with, and Hurd answered possibly.
- Duncan commented that he understood Hurd's frustration. He would work with Eldridge and see what they could do. He then thanked Hurd and said we appreciate him and all he's done for the City.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE

STAFF REPORT: Sergeant Miller started by commenting that the 4th of July parade and the fireworks went very well with just a few complaints. National Night Out was also a great turn out as well with a few residents showing interest in participating in neighborhood watch. Sergeant Miller then reviewed the report for the month of July 2021 and stated there was a total of 336 ½ hours for the contracted 275 hours. Hours were made up from the shortage for the month of June.

- Downey commented that one of the incidents in the reports was an accident she was involved in where nobody was injured. Downey commented that she realizes now that these are real people in the reports, and she appreciates what LCSO does. Sergeant asked if we need to add more information into the reports and Downey commented no and remarked that the Deputy was fantastic. Sergeant Miller said she would pass that along to his supervisor.
- Duncan asked about a white Impala going over the bridge toward Junction City in the wrong lane. He called 911 but was received by three different agencies and shortly after the vehicle went into the ditch. Sergeant Miller asked if anyone showed up and Duncan replied that the EMS from Junction City did. Sergeant Miller stated that when you call 911, the 911 locations ping to the nearest tower so you don't know what dispatch you're going to get which is unfortunate. An alternative would be to call the non-emergency number. She will take this information back to the Dispatchers as they need to know the importance of getting the information from the caller.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM THE COBURG POLICE DEPARTMENT IF ONE IS AVAILABLE

STAFF REPORT: Chief Larson presented his 2nd Quarter Report for April to June 2021 as outlined in EXHIBIT A and commented on the great turn out for the 4th of July and National Night Out.

- Caughey asked about getting a listing of official warnings issued and Chief Larson said he would see if he could track that.

THE MATTER OF A DISCUSSION IN RELATION TO OREGON REDISTRICTING

STAFF REPORT: Eldridge discussed the results of the 2020 Census and stated that the estimated population inside the City limits is 3695. Every 10 years when the Census is completed it allows each state to redistrict and allows for redrawing of the Congressional and Legislative District Boundaries. Eldridge stated that we did gain a position this year and Keaton asked her to provide the information to City Council so they could see what was involved in it. Eldridge referred the Council to EXHIBIT A, which has information on testifying on how the districts are being redrawn.

- Keaton pointed out the most convenient meeting for the Council to attend would be on September 9th at 5:30pm in Eugene.
- Duncan asked Keaton what his thoughts were, and Keaton summarized the District House 11 boundary area. Keaton felt the population demographics was very close politically but because it has been gerrymandered in a way, a tiny fraction of land mass contains a densely populated section of student housing. The issue with designing these districts is that it is difficult to represent urban downtown Eugene and rural Linn County farmlands at the same town. Keaton feels it's a problem that we can offer some testimony on.
- Keaton commented that he would try to be at the meeting.

THE MATTER OF APPROVING THE SELECTION COMMITTEE RECOMMENDATION TO ACCEPT A BID OF \$68,760 FOR THE HARRISBURG PARKS MASTER PLAN FROM CAMERON MCCARTHY

STAFF REPORT: Eldridge stated the OPRD Grant was approved. The City applied for it in 2019 and will use it to pay for the Master Parks Plan which is 17 years old. She stated there is a lot of work involved including community outreach, looking at existing facilities, inventory, and a needs assessment. Part of the assessment will be to reach out to residents located close to the parks and find out how they would like to use the park. The City is also looking into incorporating the work that we had from the feasibility study and get closer to putting together our 132 Acre Park. Eldridge stated that Cameron McCarthy put together the original plan.

The City received three bids for the Parks Master Plan. A selection committee was put together to review each of the bids and they were unanimous in selecting Cameron McCarthy even though his bid wasn't the lowest. Once the contract is signed, we will have a project initiation meeting which will allow us to put together a communications plan and a public outreach strategy. Once we get the consultant, we can decide if we want an Ad-Hoc Committee or Parks Committee to talk about designs.

- Caughey thought it would be a good idea to come up with a proper name for the park. Duncan and Klemm both agreed their favorite name was Morse Park as the Morse family has done so much for the City.
- Downey thought we should let the citizens decide on the name. Scholz stated that we might want to research what the Park Committee came up with as it was discussed several years ago. Thomas liked the idea of giving the park a more meaningful name. Eldridge suggested narrowing it down to a few names and reach out to the public for votes.
- Klemm commented that he got to know Bill and Lois Morse well and would love to name the park "Morse Park" but felt that Bill wouldn't want that. He was one to always help but wouldn't want credit.
 - Thomas **motioned to award the bid for Harrisburg Parks Master Plan to Cameron McCarthy for \$68,760 and was seconded by Klemm. City Council then voted unanimously to award the bid for Harrisburg Parks Master Plan to Cameron McCarthy for \$68,760.**

City Council recessed at the hour 7:24pm for a birthday.

City Council Meeting resumed at the hour of 7:40pm

THE MATTER OF REVIEWING AND APPROVING THE ENGINEERS RECOMMENDATION FOR THE NEW NORTH & SOUTH WATER TREATMENT FACILITIES

STAFF REPORT: Scholz stated that there is no recommendation from the City Engineer due to the over cost of the engineers estimate. This is the second engineers estimate from six weeks ago where almost \$600,000 was added from the original estimate. Duncan asked if it was just materials and Scholz replied yes and stated that labor cost are close. Currently there is a short supply of steel, plastic, and electrical components which are the needed materials for our water treatment facilities. Thomas asked if we could wait and Scholz replied that it was an option. He stated that we already have contracts in place that have been approved by Council and some of the equipment for the treatment plant is on the way. We have the on-site generators, the filters, the water line on Diamond Hill Rd and Well #9 which has to go in to make this work. Scholz met with a group of engineers to come up with ideas and looked at what funds we had available within the

City. If we were to borrow against those funds, it would leave around \$75,000 in reserve money. Scholz stated that left us with the options that we move forward and accept this bid or we wait and rebid at a later time when manufacturing starts ramping back up again. He then reviewed Addendum 1 with Council that contains the actual bids received, that did not include contingency, and the what if scenarios. In his discussion with the engineering firms, he stated we can't do these options for multiple reasons which included citizens have already been told what we were going to do, and it creates an issue with the Water Master Plan because it's already gone to state for approval. If we take any of the scenarios suggested, we have to revise the Water Master Plan and resubmit to the state. Scholz stated that if the job is awarded, the bidder would need another year to complete due to waiting on parts. Scholz suggested waiting until February or March of 2022.

- Downey stated that she knows some residents won't understand, but those working in the business industry will.
- Keaton had a concern with inflation. Scholz responded that construction costs go up every year.
- Caughey asked about the rules and regulations of the bond. Nelson stated she has spoken with our Bond Council and was assured the rule says 85% of bond must be spent in a 3-year period, by 2022, but under normal circumstances. The Bond Council is confident these are not normal circumstances.
- Scholz stated that unless we choose to move forward tonight, the City will be taking this out to bid again as the suppliers only gave our bidders a 15-day price guarantee on materials.
- Caughey asked Scholz if he thought we could get into the whole project with what is left in the budget or are we still going to be short. Scholz replied that he doesn't know but he strongly believes we will not have a low bidder that is any worse than these. Scholz's suggestion is to wait and continue with receiving materials. The plan doesn't work without Well No. 9 and the price on that hasn't changed. The north project can't go through without that well. The only recommendation is not building the south plant now and build the north plant with the high production wells which will feed the City until we can fund the south plant. The last scenario would be to rip apart the project as it would cost more money in the long run. His goal is to look at the construction reports at the beginning of the year to see if there is drop and have Council decide at that point.
 - Caughey **motioned to not accept any bids at this time and was seconded by Downey. The Council then voted unanimously to not accept any bids at this time.**

THE MATTER OF APPROVING THE CONSENT LIST

- Keaton **motioned to approve the Consent List and was seconded by Downey. The City Council then voted unanimously to approve the Consent List. The items approved by this action were as follows:**
 - **The Payment Approval Report for July 2021**
 - **Harrisburg City Council Minutes for May 25, June 8, and August 10, 2021**

THE MATTER OF A PUBLIC EVENT PERMIT

STAFF REPORT: Eldridge informed the Council that the Pacific Northwest Marathon will be holding a full and a half marathon on Saturday, September 18th starting at 7am. This year, due to COVID, Coburg will not be participating in the event, so the applicant has asked to both start and finish the race in Harrisburg. They will not be having the 5K , Expo's before or after events and they will be limiting participants to 250. Due to the pandemic, PNW Marathon organizer's will not be informing residents within 300 feet of the event, by going door to door as in the past.

Instead, City staff will be sending out the direct mailing to residents as of tomorrow with a deadline appeal of September 7th. Due to the holiday weekend and the City Council schedule, Eldridge would like to ask Council for seven days to appeal instead of the normal 10 days as per city code. Eldridge summarized the route and informed Council that this race is the last qualifier for the Boston Marathon. She also informed Council that the City has received five messages regarding the race and read one aloud. When staff responded to the comments, the majority were invalid email addresses. Eldridge pointed out some revised conditions for the event (Addendum No. 2) which includes the most current COVID provisions including mask requirements for those not participating in the event. Thomas and Keaton were both concerned about the mask requirements for the event and Keaton stated the back page should not be there.

- Keaton **motioned to approve the Public Event Permit, striking the back page.**
- Keaton didn't think the City needed to enforce the COVID restrictions, and to let the state do it. Eldridge's concern was in regard to the appeal process, and that we wouldn't have anything to base the decision on. Eldridge stated that she could change the conditions for the permit if needed and that was part of why she wanted to bring this to Council as she felt this could come back to reflect on the City. Keaton stated that the organizers will have to follow state guidelines and that should take care of the COVID protective measures on the condition of approval
- Caughey asked what we were gaining by deleting those conditions as he felt it was good to have in there to protect the City. Keaton responded that if we wanted to put it in the conditions its fine with him, but it wasn't doing anything and felt it wouldn't expose us to any liability.
 - Thomas **seconded Keaton's motion.** Thomas **then made a motion to amend the original motion to include items four, five and seven on the conditions of approval. Council voted on the amendment of the original motion.** Councilors Downey, Caughey and Boese **voted no and Councilors** Keaton, Thomas and Klemm **voted yes.** Mayor Duncan **voted yes due to the tie.** **Motion passed.**
 - **Council voted on the amended motion. Councilors** Boese and Caughey **voted no. Councilors** Keaton, Thomas, Downey and Klemm **voted yes.** **Motion passed.**
 - Downey **then made a motion to allow the City Administrator to proceed with the notification process for this event, and to limit the hearing notice period in HMC 9.52.120(2) to 7 days and was seconded by Keaton. City Council then voted unanimously to allow the City Administrator to proceed with the notification process for this event, and to limit the hearing notice period in HMC 9.52.120(2) to 7 days.**

CITY ADMINISTRATOR VERBAL REPORT

- **Franchises:** Eldridge informed Council that we are in negotiations with four different Franchises:
 - Century Link/Lumen expired in 2020. The City is changing some requirements in order to prevent issues like our sidewalk project on Smith St.
 - MCI/Verizon was approved in 2017 by Council but the agreement was never signed. We are being asked to renegotiate some of the conditions of the agreement with the help of the City Attorney.
 - AT & T expires September 30, 2021. They are currently looking over changes made to strengthen the City's position.
 - We are also currently in negotiations with Comcast.

August 24, 2021

- **ARPA:** Eldridge informed Council that we received \$432,547 today from the American Rescue Plan Act. The second half should come next year.
- **Accela/E-Permitting:** Eldridge stated that Accela is full board and going well. We have been working with our new building official, Russ and he has been great. Currently he is working with staff on an after the fact permit.

ADJOURN at the hour of 8:45pm.

Mayor

City Recorder

murraysmith



Harrisburg North and South WTP Bid Results and Options

Date: August 24, 2021

Project: Harrisburg North and South Treatment Plant

To: Chuck Scholz, City of Harrisburg

From: Lee H. Odell, PE (Murraysmith)
Damian Gilbert, PE (Branch)

Re: Bid Results and Options

Evaluation of Current Bids

The City of Harrisburg, Oregon recently advertised for the construction of the planned North and South Water Treatment Plant Project. The City received eight bids with HP Civil, Inc. being the apparent low bidder at \$7,018,800. Only one firm (T Bailey, Inc) did not submit all of the required documents.

The low bid was ~\$1.7M higher than the engineer's estimate of \$5.3M which is likely due to a 220% increase in steel over the course of the last year (<https://fortune.com/2021/08/16/steel-prices-2021-covid-commodities-lumber-costs/>) resulting in reservoir costs being higher than expected. Additionally, bid pricing has been impacted by material and labor shortages. Overall, the bids had a fairly small discrepancy in price indicating that the understanding of the project was not a likely factor in the contractor bids exceeding the estimate.

Due to price instability of steel and other materials, the bid prices for the Harrisburg north & south WTP project were higher than anticipated and exceeded the amount the City has available through an approved Bond. The engineering team have collaborated to suggest a few options to accommodate the difference between available funding and the anticipated bid price.

Proposed Options for Awarding Contractor

Option 1: Build north site reservoir later

The north site would be built out except for the reservoir. For this option to work, a brief hydraulic analysis would be necessary to confirm feasibility and a smaller tank may be necessary to maintain static head for the booster pump station (BPS) or else the BPS could be bypassed and the system fed directly from the well pumps (in which case pumps could be bought later but all the rest of the

BPS would be fully built). The fire pump for the south WTP would need to be upsized because there would be insufficient storage to maintain fire flow from the north site for the required 3 hours. The north site would still be built first, followed by the south site being completed with the 0.5 MG tank in the south.

Potential savings: \$1.4-1.7M

Option 2: Build south site reservoir later

Since the south site already has one functional reservoir, the new reservoir could be delayed for additional funding. The rest of the south WTP could operate exactly as before and the north WTP would be fully built including the reservoir. However, this option does not have as significant cost savings as the reservoir at the south site is smaller than the reservoir at the north site.

Potential savings: \$0.7-1M

Option 3: Delay south WTP

The south WTP and south tank construction could be delayed for additional funding. Provided Well 9 supplies sufficient water, the north site would be able to meet maximum day demand (MDD). This is based on the assumption the MDD has not grown more than 10% since the recorded high MDD of 0.99 mgd (not quite 700 gpm) from 2016. Minimally treated water from the south site would still need to be blended in to some degree to maintain turnover in the south tank (unless the tank can be fed from the north site, in which case building the south tank prior to the south WTP should also be considered) and may be needed in extreme demand scenarios. However, filters and hypochlorite generators for this plant have already been purchased and would be sitting in storage.

Potential savings: \$1.8-\$3M

Option 4: Secure additional funding

Additional avenues of funding could be pursued, such as state or national funds. However, funding requiring American steel (such as WIFIA loans and SRFs) would result in a change order and change in price since the current bids are not for exclusively American steel. Finding additional funding will not be immediate, but the City does not wish to delay construction too long or they will begin paying taxes on the bond money (may be able to find work-arounds with allocations, as discussed in meeting).

Option 5: Rebid with some deduct options

Rebuilding the project at a later date may provide a more favorable bidding market. The rebid could include some options for deducts that would give the City more options for awarding the bid.

Appendix A. Potential impacts on bid order

Acknowledging that some negotiations with the bidders will be necessary if a part of the project is removed and that these calculations are therefore not guaranteed to be exact, the approximate price impacts and changes to bid order are represented in tables below.

Item No.	ITEM DESCRIPTION	Bid Received							
		HP Civil, Inc.	Pacific Excavation	The Saunders Co., Inc.	DSL Builders, LLC	McClure and Sons, Inc.	Slayden Constructors, Inc.	T Bailey, Inc.	James W. Fowler Co.
		Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price
1	South Site except 500,000 gal Steel Tank	\$2,018,800.00	\$2,090,000.00	\$2,172,000.00	\$2,159,800.00	\$2,200,000.00	\$2,300,000.00	\$2,600,000.00	\$2,695,000.00
2	South 500,000 gal Steel Reservoir	\$900,000.00	\$875,000.00	\$875,000.00	\$1,064,200.00	\$900,000.00	\$900,000.00	\$803,500.00	\$850,000.00
3	North Site except 1,500,000 gal Steel Tank	\$2,410,000.00	\$2,600,000.00	\$2,731,000.00	\$2,628,700.00	\$1,850,000.00	\$3,290,000.00	\$3,244,000.00	\$3,150,000.00
4	North 1,500,000 gal Steel Reservoir	\$1,690,000.00	\$1,500,000.00	\$1,540,000.00	\$2,005,000.00	\$2,933,000.00	\$1,650,000.00	\$1,503,000.00	\$1,652,250.00
Bid Total		\$7,018,800.00	\$7,065,000.00	\$7,318,000.00	\$7,857,700.00	\$7,883,000.00	\$8,140,000.00	\$8,150,500.00	\$8,347,250.00

Table A1. Existing distribution of bids

Bid Received									
Item No.	ITEM DESCRIPTION	HP Civil, Inc.	Pacific Excavation	The Saunders Co., Inc.	DSL Builders, LLC	McClure and Sons, Inc.	Slayden Constructors, Inc.	T Bailey, Inc.	James W. Fowler Co.
		Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price
1	South Site except 500,000 gal Steel Tank	\$2,018,800.00	\$2,090,000.00	\$2,172,000.00	\$2,159,800.00	\$2,200,000.00	\$2,300,000.00	\$2,600,000.00	\$2,695,000.00
2	South 500,000 gal Steel Reservoir	\$900,000.00	\$875,000.00	\$875,000.00	\$1,064,200.00	\$900,000.00	\$900,000.00	\$803,500.00	\$850,000.00
3	North Site except 1,500,000 gal Steel Tank	\$2,410,000.00	\$2,600,000.00	\$2,731,000.00	\$2,628,700.00	\$1,850,000.00	\$3,290,000.00	\$3,244,000.00	\$3,150,000.00
Bid Total		\$5,328,800.00	\$5,565,000.00	\$5,778,000.00	\$5,852,700.00	\$4,950,000.00	\$6,490,000.00	\$6,647,500.00	\$6,695,000.00

Table A2. Distribution of bids without north tank. McClure and Sons, Inc. would change from 5th lowest bid to the lowest bid in this instance.

Bid Received									
Item No.	ITEM DESCRIPTION	HP Civil, Inc.	Pacific Excavation	The Saunders Co., Inc.	DSL Builders, LLC	McClure and Sons, Inc.	Slayden Constructors, Inc.	T Bailey, Inc.	James W. Fowler Co.
		Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price
1	South Site except 500,000 gal Steel Tank	\$2,018,800.00	\$2,090,000.00	\$2,172,000.00	\$2,159,800.00	\$2,200,000.00	\$2,300,000.00	\$2,600,000.00	\$2,695,000.00
3	North Site except 1,500,000 gal Steel Tank	\$2,410,000.00	\$2,600,000.00	\$2,731,000.00	\$2,628,700.00	\$1,850,000.00	\$3,290,000.00	\$3,244,000.00	\$3,150,000.00
4	North 1,500,000 gal Steel Reservoir	\$1,690,000.00	\$1,500,000.00	\$1,540,000.00	\$2,005,000.00	\$2,933,000.00	\$1,650,000.00	\$1,503,000.00	\$1,652,250.00
Bid Total		\$6,118,800.00	\$6,190,000.00	\$6,443,000.00	\$6,793,500.00	\$6,983,000.00	\$7,240,000.00	\$7,347,000.00	\$7,497,250.00

Table A3. Distribution of bids without south tank. Bid order is not affected in this instance.

		Bid Received							
Item No.	ITEM DESCRIPTION	HP Civil, Inc.	Pacific Excavation	The Saunders Co., Inc.	DSL Builders, LLC	McClure and Sons, Inc.	Slayden Constructors, Inc.	T Bailey, Inc.	James W. Fowler Co.
		Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price	Ext Price
3	North Site except 1,500,000 gal Steel Tank	\$2,410,000.00	\$2,600,000.00	\$2,731,000.00	\$2,628,700.00	\$1,850,000.00	\$3,290,000.00	\$3,244,000.00	\$3,150,000.00
4	North 1,500,000 gal Steel Reservoir	\$1,690,000.00	\$1,500,000.00	\$1,540,000.00	\$2,005,000.00	\$2,933,000.00	\$1,650,000.00	\$1,503,000.00	\$1,652,250.00
Bid Total		\$4,100,000.00	\$4,100,000.00	\$4,271,000.00	\$4,633,700.00	\$4,783,000.00	\$4,940,000.00	\$4,747,000.00	\$4,802,250.00

Table A4. Distribution of bids without south WTP or tank. There is a tied lowest bid in this instance.