

**PUBLIC WORKS & UTILITIES ADVISORY COMMITTEE
MINUTES
May 21, 2014**

ATTENDANCE:

	MEMBERS	PRESENT	
		Yes	No
Chair:	Tom Sylte (At-Large)		X
Vice Chair:	Mark Hines (Engineer)	X	
	Taunya Ernst (At-Large)	X	
	Tyler Miller (Engineer)	X	
	Dan Barton (Contractor)	X	
	Robin Matti (Supplier)	X	
	Ken McKillop (Contractor)	X	
	Mike Oakley (At-Large)	X	
	Meeting Quorum	X	
City Staff:	Dustin Hamilton, Director of Engineering	X	
	Kurt Siebenaler, City Engineer	X	
	Heath VonEye, City Engineer	X	
	Kendall Glover, Utilities Director		X
	Kent Clark, Public Works Operations Manager	X	
	Michael Foote, Sustainability Manager		X
	Jill McCarty, Administrative Support	X	

I. Call to Order

Meeting was called to order at 6:00 p.m. by Mark Hines, Vice Chair.

II. Personal Appearances

None.

III. Approval of Minutes

Tyler Miller made a motion to approve the minutes and Robin Matti seconded the motion. All were in favor.

IV. Old Business

Waste Diversion Program/Recycling

A handout of information was provided by Sustainability Manager Michael Foote to be given out in his absence that was given to the committee. It included information that the yard waste program had a curbside customer count of 1,873, and the drop-off site customer count was 763 for April. The food waste program collected 39 tons of food, and the recycling program had a customer count of 3,039 and collected 26.97 tons in April.

Dustin said the Wastewater Treatment Facility is now using iPads to keep track of volume and customer count for yard waste. Also, The Waste Water Ordinance mandating no watering on Mondays will go into effect on June 1 this year.

Discussion was held regarding what the HVAC project consisted of, and Dustin informed the committee it was upgrading the heating and cooling system in City Hall for improved efficiency.

Mix Designs

No further information had been received from the company wanting to test out a higher slump mix at the time of this meeting.

Stormwater Ordinance

Heath provided the committee with a PowerPoint presentation of the stormwater program for Gillette. It included some of the concerns Gillette has had in years past, and what the stormwater program will address for future development. As well, he described what improvements have already begun to take place with the implementation of the Stormwater Master Plan, Storm Drainage Design Manual, Design Standards and Standard Construction Specifications.

Discussion was held regarding how the city's stormwater permits will work in conjunction with the Department of Environmental Quality's permits, the application and reporting process for the permits, as well as the transfer process. Training with Building Inspection on the new ordinance will take place during this summer, and the ordinance is scheduled to go before the City Council for a vote of acceptance later this fall with an effective date of January 2015.

V. New Business

Kent updated the committee on the Public Works Department recent activities, which includes weed spraying, mowing, ball field preparation work, sweeping and flushing of streets, irrigation work, pothole patching, and cleaning drainage channels. Kent stated they have all their seasonal employees hired for the summer work, and are anticipating the city pool to open approximately May 31.

VI. Other Business

Next meeting: September 17, 2014.

VII. Adjournment

Meeting adjourned at 7:01 p.m.