

Town of Yacolt
Facilities Plan Kick-Off Meeting
Monday, March 7, 2011

Meeting Notes

Attendance: John Peterson, Jeff Niten, Pete Roberts, Chuck McDonald, Brad Bogus, Greg Zentner, David Knight, Doug Quinn, Cathi Read

The General Sewer Plan approval letter, dated February 24, 2011, was sent to Yacolt Mayor Joe Warren.

Budget Update

John Peterson distributed a Budget Summary for activities on the Yacolt General Sewer Plan and Facilities Plan as of January 31, 2011. A total of \$400,000 was appropriated for Yacolt. The Clark Regional Wastewater District is the contract administrator. Approximately 49% of this has been spent. We discussed the possibility of extending the end date, if necessary.

Schedule

Overall Schedule from General Sewer Plan

- Facilities Plan submittal to Ecology – Winter 2011
- Ecology approval of Facilities Plan – Spring 2012
- Funding applications – 2012-2015
- Project design – 2013-2014
- Construction – 2015-2016

Once funding is secured for plans and specs, apply to Ecology for discharge permit.

Activities that are planned to occur in 2011 include:

- Public outreach, discussion of funding, rate impacts, etc.;
- Develop ordinances to establish fee structure (and relevant public notices);
- Get fees in place by end of 2011 (revenues generated by fees will be used to purchase property);
- Development regulations for new development. If and when new development occurs, an ordinance will require the developer to put in community drainfields (or on-site systems) until the wastewater system is built. Once these community drainfields are no longer needed, the Town would like to convert them to parks.
- Council will mandate that everyone within town limits will hook-up to new wastewater system, once it is in place.

Status of UGA Expansion

Jeff Niten reported that there are 310 acres in urban reserve (not studied in EIS previously completed by County). The Town intends to wait until County's next Comprehensive Plan update (which will begin in 2012, end in 2013 or later) to convert the area to an Urban Growth Area (County would need to complete EIS for this area before UGA can happen).

Facilities Plan

- Brad said that Kennedy Jenks wants to do the perc test as soon as possible (test pits are OK for perc test). Property owner has an excavator.
- Once perc test shows that the site can handle the expected amount of effluent, KJ will submit a scope of work to Ecology for a hydrogeologic study. Under that study, KJ will install up to three monitoring wells, collect groundwater quality data and estimate available dilution. If the Town or KJ has any questions about monitoring well placement in this area, John Stormon from Ecology can assist.
- Monitoring wells will confirm whether an effluent nitrate level of 4.5 mg/l will preclude groundwater degradation.
- John asked if a Biolac system plus disc~~ck~~ filter will meet requirements. David believes so.
- Brad asked if a disc~~ck~~ filter is actually needed. David said KJ can re-evaluate this in the Facilities Plan if they wish, and that the disc filter will help maintain the drainfield.
- Chuck is waiting for comments from KJ's hydrogeologist on the Test Program Plan (for percolation test pits) – this will be sent to John Stormon for conceptual buy-in near the end of March.
- Ecology suggested that existing monitoring well data (water table height) could be correlated to test pit data.
- Brad asked about total dissolved solids, manganese, and copper as potential water quality criteria. Greg stated that there will be a suite of parameters regulated, with nitrogen the primary pollutant.
- Shoreline regulations for streams should not be an issue in town; just wetlands.
- We briefly reviewed the 'Facilities Plan Checklist' handout from David.

Summary of next steps

- KJ will send Test Program Plan to Ecology (John Stormon) for conceptual buy-in.
- Perc test/ review results
- Submit Scope of Work for hydrogeo study/well installation.
- Review results of monitoring wells, identify any areas of concern. KJ should be able to submit approximately 6 months worth of monitoring well data with the Facilities Plan at the end of 2011.

Environmental Review

- An approvable Wastewater Facilities Plan consists of 1) an engineering report, and 2) environmental review (SERP for Ecology; but should complete NEPA if anticipating applying for federal funding for design and construction).

- Approximately \$16,000 (of \$20,000 for Environmental Review) has already been spent on previous SEPA work. ~~Although we did not specifically discuss this at the meeting,~~
- ~~[Although we did not specifically discuss this at the meeting,~~ KJ's scope of work in the funding contract includes the following Environmental Review tasks (Task 3.3):
 - Identify the specific process(es) required to complete environmental review.
 - Perform Biological Assessment along guidelines that would meet USDA RD and SRF requirements.
 - Prepare and circulate the necessary copies of SEPA/SERP Documents.
 - Develop response to comments for inclusion in the Facilities Plan. ~~]~~
- Greg offered to find an example of a SERP document that was done for groundwater discharge, and share this with KJ and the Town.
- How long is a NEPA process good for?
 - Ecology said if Facilities Plans are older than three years, they would need to be re-examined
 - After the meeting, Cathi called Janice Roderick, State Environmental Coordinator for USDA Rural Development to ask. In that follow-up phone call, Janice stated:
 - If any new species are listed under the Endangered Species Act, then the Biological Assessment might need to be updated;
 - Department of Archaeology and Historic Preservation (DAHP) says there is a five-year limit on the Cultural Resource Review part of NEPA.
- Cathi ~~Read~~ is scheduling a conference call to discuss the NEPA and SERP processes with Janice Roderick (USDA RD), Alice Rubin (Ecology SERP Coordinator), Pete Roberts, Chuck McDonald, and Jeff Niten.

Future Check-In Points

- In the next couple of months, KJ will identify elements of the Facilities Plan that they intend copy exactly from the General Sewer Plan and send this list to Ecology. If copying these sections is not acceptable to Ecology, David will let KJ know quickly.
- In general, if KJ runs into any problems with the activities described in the section above, they will let Ecology know.
- If a conference call or meeting is needed, please let Cathi know and she will schedule it.

Financial Resources for Design and Construction Phases

Cathi distributed a handout entitled 'Summary of Some Grant and Loan Programs for Water and Wastewater Projects.'