

COOS BAY-NORTH BEND WATER BOARD
P O BOX 539 – 2305 Ocean Boulevard
Coos Bay, Oregon 97420

Minutes
Regular Board Meeting

7:00 a.m.
October 2, 2014

Coos Bay-North Bend Water Board met in open session in the Board Room at the above address, date, and time with Chair Sharps presiding. Other Board members present: Melissa Cribbins, Richard Vigue and Greg Solarz. Water Board staff present: Rob K. Schab, General Manager; Ron Hoffine, Operations Director; Matt Whitty, Engineering Supervisor; Jeff Howes, Finance Director; Bryan Tichota, Customer Relations Supervisor; and Karen Parker, Administrative Assistant. Board Legal Counsel Jim Coffey was present. Media present: None. Chair Sharps opened the meeting at 7:00 a.m.

Chair Sharps asked if there were any corrections or additions to the September 18, 2014 Regular Board meeting minutes. Chair Sharps noted a typographical error. Dr. Sharps moved the minutes be approved as amended. The motion was seconded by Mr. Solarz and passed unanimously.

Operations Director Ron Hoffine presented a scope and budget from URS Corporation. Mr. Hoffine stated URS is the design firm for the Upper Pony Creek Dam that was constructed in 2001 and they have provided ongoing dam inspection and monitoring services since the project was completed. The proposed scope of services includes data evaluation and a written report for the 2014-2015 operating period. The data evaluation task includes the evaluation of piezometer and seepage data collected by staff each week, evaluation of the utility's semi-annual inclinometer readings, and evaluation of annual crest movement surveys. An on-site dam inspection is not included. Dr. Sharps asked why staff is not able to perform this task. Mr. Hoffine said URS Corporation designed the dam and to have them oversee the data is important as this is a critical component of the utility's infrastructure. Mr. Schab commented it also gives the utility a check and balance, in addition to staff's review of the data. After a brief discussion, Mr. Solarz moved the Board accept URS Corporation's proposal as written and authorize a work order in an amount not to exceed \$13,810. The motion was seconded by Mr. Vigue and passed unanimously.

Regarding the 2014 Scrap Materials Sale, Operations Director Ron Hoffine stated Request for Quotes were sent out and three bids were received as follows:

Bidder	Unit Price Brass per lb	Unit Price Copper per lb	Unit Price Misc. Materials per ton
Baimbridge Scrap Metal, LLC, Coos Bay	\$1.10	\$2.60	\$75.00
McGovern Metals Co., Inc., Roseburg	\$1.55	\$2.70	\$90.00
Winter Lake Recycling, LLC, Coquille	\$1.20	\$1.75	\$100.00

The Request for Quotes stated the utility would sell each material type to the highest bidder. After a brief discussion, Ms. Cribbins moved to authorize the sale of brass to McGovern Metals Co. for \$1.55 per pound (\$13,950); the sale of copper to McGovern Meters Co. for \$2.70 per pound (\$810); and the sale of miscellaneous materials to Winter Lake Recycling for \$100 per ton (\$400). The motion was seconded by Mr. Solarz and passed unanimously.

Regarding the Glasgow Reservoir Roof Replacement Project, General Manager Rob Schab said three bids were received as follows:

DSL Builders, LLC	\$44,450
D.L.B. Construction	\$46,441
Tom Gayewski Construction	\$53,900

The Board's architect on this project, Lon Samuels, has reviewed the apparent low bidder's documents and confirmed all required documents have been submitted. Mr. Schab stated DSL Builders also constructed the Hauser Reservoir Roof and performed well. The architect's construction estimate for this project was \$45,500. After a brief discussion, Mr. Vigue moved they award the Glasgow Reservoir Roof Replacement Project to DSL Builders, LLC, in the amount of \$44,450. The motion was seconded by Ms. Cribbins and passed unanimously.

Operations Director Ron Hoffine updated the Board on Jordan Cove Energy and specifics of water use needs, stating there will be additional discussions on this issue.

Engineering Supervisor Matt Whitty updated the Board on the recent Date Avenue water main break. This main break was approximately one-half a block away from a recent water main replacement. Mr. Whitty said the utility's crew will replace the current galvanized iron main with 180 feet of ductile iron pipe.

The Board's next regular meeting was scheduled for Wednesday, October 15, 2014, at 7:00 a.m.

Operations Director Ron Hoffine said "How Did We Do" cards were sent to twelve utility customers who were near the area of the 5th Avenue Water Main Replacement Project (Eastside). Two completed cards were returned stating they were satisfied with the work performed by the utility's crew. In regards to the North 8th Street Water Main Replacement Project, four out of twenty-five "How Did We Do" cards were completed and returned. The comments were positive, stating project cleanup was good and the utility's crew was polite and helpful.

There being no other business to come before the Board, Chair Sharps adjourned the meeting at 7:50 a.m.

Approved _____, 2014

By: _____
Chair Charles J. Sharps, Ph.D.

ATTEST: _____