

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

Minutes
Regular Board Meeting

April 19, 2018
7:00 a.m.

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: Greg Solarz, Melissa Cribbins and Bob Dillard. Board members absent: None. Water Board staff present: Ivan D. Thomas, General Manager; Jeff Howes, Finance Director; Bryan Tichota, Customer Relations Supervisor; Bill Hagan, Operations Manager; Matt Whitty, Engineering Manager; Jerre Cover, Water Treatment Supervisor; Vince Stonesifer, Field Services Technician; and Karen Parker, Administrative Assistant. Board Legal Counsel Jim Coffey was present. Sean Randle was present. Media present: None. Chair Sharps opened the meeting at 7:00 a.m. and asked Ms. Cribbins to lead the Board and assembly in the Pledge of Allegiance.

Chair Sharps asked if there were any corrections or additions to the April 5, 2018, Regular Board meeting minutes. Mr. Solarz moved the minutes be approved as written. The motion was seconded by Ms. Cribbins and passed unanimously.

Chair Sharps asked if there were any public comments, and there were none.

Regarding award of the 2018 vehicles, Operations Manager Bill Hagan stated quotes were solicited from local dealers as well as through the Oregon Procurement Information Network (ORPIN) for two new 1/2-ton 4WD pickup trucks.

The new 4WD pickup trucks will be used by the Meter Readers, replacing Truck #11, a 2008 Chevy Colorado with 50,632 miles and Truck #12, a 2008 Chevy Colorado with 48,510 miles. Truck #11 has incurred \$6,847.93 in maintenance and repair costs over the last five years, and Truck #12 has incurred the amount of \$2,775.02 over the same period of time. Both trucks have endured extensive maintenance and repair costs and are in poor shape. Mr. Hagan stated staff recommends these trucks be replaced with 4WD trucks due to the terrain they travel.

Three bids were received as follows:

<u>Dealership</u>	<u>Quote Amount</u>
Power Chrysler Jeep Dodge	\$23,684.84 each
Gresham Ford	\$27,265.21 each
Ron Tonkin Dodge	\$24,560.00 each

The amount of \$22,000 is included in the current fiscal year's budget for each new pickup truck. The bids came in over budget due to the specification the trucks be 4WD. The low bid was received from Power Chrysler Jeep Dodge. There are sufficient funds in the Vehicle Replacement Program to cover the overage of \$3,369.68 for both trucks, due to other vehicle quotes received being lower than anticipated. After a brief discussion, Ms. Cribbins moved to award the purchase of two new 1/2-ton 4WD pickup trucks to Power Chrysler Jeep Dodge in the amount of \$23,684.84 for each truck. The motion was seconded by Mr. Dillard and passed unanimously. Motion was made by Mr. Dillard to deem current Trucks #11 and #12 as surplus and authorize the sale of these trucks to the highest bidder. The motion was seconded by Mr. Solarz and passed unanimously.

Regarding a proposed customer funded main extension on Laura Lane in North Bend, Mr. Thomas stated staff received a request from Dan Graber of SHN Consulting Engineers, on behalf of Sean and Scott Randle, to use a private engineer for design and a contractor for installation of a water main in Laura Lane. The proposed engineer is SHN Consulting Engineers and the proposed contractor is Johnson Rock Products. This project consists of 160 feet of new 8-inch diameter PVC. The new main will connect to an isolated water main that was designed by Koos Engineering, Inc. and installed by Johnson Rock Products in 2006.

The 2006 installation consisted of 550 feet of 8-inch diameter PVC water main and a hydrant. The plan in 2006 included eventual extension of a high level water main from McKinley Street to Laura Lane across undeveloped ground. The project was not completed, resulting in a water main installation on Laura Lane that was not connected to the Water Board system.

Staff was contacted with a request to connect the 2006 installation to the Water Board's system. Mr. Whitty reviewed the situation and determined the isolated main could be connected to the low level system which would provide 35 psi or greater pressure for all the proposed lots. The fire hydrant would not produce 1,000 gpm at the current location. The proposed project includes relocating the hydrant closer to the intersection of Caitlin and Laura Lane, at a lower elevation, where the estimated flow will be greater than 1,000 gpm. Dan Graber of SHN has designed previous water main extensions and Johnson Rock Products has the experience for installation of water mains.

The Water Board's work to be funded by the developer, Randle Brothers Construction, includes full time inspection of the water main installation, and a hot tap of the existing water main at Caitlin and Laura Lane. Dr. Sharps inquired what the approximate cost would be for the owners. Mr. Randle stated approximately \$30,000. After a brief discussion, Ms. Cribbins moved to authorize Dan Graber as design engineer and Johnson Rock Products as contractor for the Laura Lane Main Extension. The motion was seconded by Dr. Sharps and passed unanimously.

Regarding a proposed customer funded main extension on Fir Street, Mr. Thomas stated staff received a request from Ralph Dunham of Stuntzner Engineering and Forestry, on behalf of John Hanson, to use a private engineer for design and a contractor for installation of a water main in Fir Street in North Bend. The proposed engineer is Stuntzner Engineering and Forestry and the proposed contractor is Knife River Materials, Inc. The project consists of 175 feet of 6-inch PVC water main, a hydrant and 247 feet of 2-inch PVC water main to serve 9 lots on Fir Street.

Ralph Dunham has designed previous water mains and Knife River has experience for installation of water mains. The Water Board work to be funded by the developer, John Hanson, includes full time inspection of the water main and service installation, and a hot tap of the existing water main on 11th Street. Ms. Cribbins moved to authorize Ralph Dunham as design engineer and Knife

River Materials as contractor for the Fir Street main extension. The motion was seconded by Mr. Solarz and passed unanimously.

Water Treatment Plant Supervisor Jerre Cover stated the High Service Pump Station pump number 1 variable frequency drive began to fail last spring. Reese Electric adjusted the drive and it continued to work up until last September. At that time the drive would not function for longer than 10 minutes before a Water Treatment Operator had to enter the pump station and reset the drive. Since then the Pony Creek Water Treatment Plant has been run without the use of this pump and drive. Without the use of this drive the High Service Pump Station has to be run in manual putting the pumps at greater risk for damage than if they were run in an automatic function.

This drive was installed during the plant upgrades in 2012. The life span for a typical drive is 20 to 30 years. Because of the age of the drive and its' failure, staff filed an insurance claim with CIS to replace the drive. CIS approved the replacement of the drive. Once the drive has been replaced, CIS would reimburse the Water Board for the replacement costs less the \$5,000 deductible.

Three vendors were contacted to obtain quotes for replacement on the drive. Only one quote was received from Reese Electric in the amount of \$37,537 for replacement of the drive, plus \$900 shipping, totaling \$38,437. Mr. Dillard asked if the replacement drive is the same brand of drive. Mr. Cover confirmed it is a direct replacement.

This being an unbudgeted project, staff plans to utilize unallocated capital monies to fund the replacement of the drive. Currently, there is approximately \$315,000 available in unallocated capital funds. After a brief discussion, Ms. Cribbins moved to authorize the General Manager to sign a contract with Reese Electric for replacement of the High Service Pump Station pump number 1 variable frequency drive in the amount of \$38,437. The motion was seconded by Mr. Dillard and passed unanimously.

The Board's next regular meeting was set for Wednesday, May 16, 2018, at 7:00 a.m.

Updates were given as follows:

- 2018 Auditor - Request for Proposals for auditing services were sent out and three proposals were received. Staff will be scoring the proposals soon.
- Parking Lot Lighting Project – Reese Electric is waiting for some parts to be delivered.
- Heating Unit-Pony Creek Water Treatment Plant – The contract has been completed and once additional insurance is received the contract will be sent to Mechanical Heating and Air.
- Tank Maintenance Project – SUEZ is currently working on Terramar Reservoir.
- Joe Ney Dike – Staff is waiting for a response from Cornforth Consultants.
- A.L.I.C.E. training is scheduled for staff on April 20th.
- Chlorine Conversion – Advertisement for Bids will be published and sealed bids to be accepted no later than 2:00 p.m. on May 8, 2018.

At 7:20 a.m. Chair Sharps directed they go into executive session for the purpose of discussing potential litigation pursuant to ORS 192.660(2)(h). They returned to open session at 7:35 a.m.

There being no other business to come before the Board, Chair Sharps adjourned the meeting at 7:35 a.m.

Approved: _____, 2018

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

ATTEST: _____