

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

Minutes
Regular Board Meeting

August 7, 2025
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 Carmen Matthews presiding. Other Board members present: Bill Richardson, Rob Kilmer, and Greg Solarz. Board Members absent: none. Water Board staff present: Ivan D. Thomas, General Manager; Jeff Miller, Operations Manager; Matt Whitty, Engineering Manager; Monica Kemper, Director of Finance; and Stacey Parrott, Executive Assistant & HR Specialist. Board Legal Counsel Melissa Cribbins was present. Media present: None.

Chair Matthews opened the meeting at 7:00 a.m. and led the Board and assembly in the Pledge of Allegiance.

Regarding election of Board Officers, Mr. Solarz moved they follow the regular rotation of officers to commence immediately. The motion was seconded by Mr. Kilmer and passed unanimously. Officers for the following year are as follows: Chair – Bill Richardson; Vice-Chair – Rob Kilmer; Secretary – Greg Solarz; Member – Carmen Matthews.

Chair Richardson asked if there were any corrections or additions to the July 17, 2025, Regular Board meeting minutes. Mr. Kilmer moved the minutes be approved as written. The motion was seconded by Mr. Matthews and passed unanimously.

Chair Richardson asked if there were any public comments and there were none.

Regarding the approval of the invoice for the Tank Asset Management Program for Fiscal Year 2026 to Utility Service Co, INC. (SUEZ), General Manager Ivan Thomas stated that in fiscal year 2018, the Water Board entered into an agreement with SUEZ to refurbish and maintain its steel welded water storage reservoirs. To date, all seven reservoirs have been refurbished and put back into service with new epoxy coating systems. The plan is to continue in the maintenance program, which would include regular inspections, flush-outs, and coating warranties. This maintenance is scheduled on a three-year rotation and is crucial to maintaining the integrity of the reservoirs, ensuring water quality, and system reliability. The total due for FY2026 is \$115,514.10. Staff has reviewed the invoices and work that SUEZ has completed to date, and it is on schedule and satisfactory.

After a brief discussion, Mr. Solarz motioned to approve the FY2026 payment for the tank asset management program to Utility Service Co., INC. for \$115,514.10. The motion was seconded by Mr. Kilmer and passed unanimously.

Regarding the purchase of a SolarBee mixer from IXOM Watercare for Merritt Lake, Operations Manager Jeff Miller shared that water delivered to customers comes from Merritt Lake which is a long body of water that buffers the outflow of Upper Pony Creek Reservoir. The lake is relatively shallow, making it particularly susceptible to seasonal changes, including temperature increases, which can negatively affect water

quality. Mr. Miller emphasized the importance of maintaining safe, aesthetically pleasing drinking water, free of undesirable taste and color.

The SolarBee mixer is a solar-powered lake circulator designed to keep water oxygenated, cool, and well-mixed. After discussions with IXOM, it was explained that if the SolarBee unit were installed in the path of the inlet leading to the treatment plant, the improved water circulation would significantly enhance water quality. IXOM Watercare provided a quote \$70,718.00 for the purchase, delivery, and installation of the SolarBee mixer. With \$80,000 already budgeted for this purpose in the upcoming fiscal year, and IXOM being the sole supplier of the equipment, staff recommended authorizing a sole-source procurement.

A brief discussion followed where concerns were expressed about the possibility of a mandated lowering of the lake's water level, which could reduce the need for such a system. Mr. Thomas stated that there is currently no indication that the lake level will be lowered and that the SolarBee would remain beneficial even under changing conditions. Discussion continued and touched on past manganese issues in the water and ongoing operational challenges due to the treatment plant's batch operation schedule, which results in period of water stagnation when the plant is shut down. It was noted that an existing SolarBee unit at the Upper Pony Creek Reservoir has been effective and the new Merritt Lake unit would likely be slightly larger.

After discussion, Mr. Matthews motioned to authorize the sole source procurement of a new SolarBee mixer from IXOM Watercare, including delivery and installation of the unit for \$70,718.00. The motion was seconded by Mr. Solarz and passed unanimously.

Regarding the proposed increase in legal fees for the Board attorney, Melissa Cribbins, PC, effective September 1, 2025, Mr. Thomas explained that this was the annual adjustment requested by Attorney Cribbins, who sought an increase in hourly rate from \$225 to \$230, representing approximately a 2.3% change, consistent with the Consumer Price Index for the year. The FY25-26 budget contains sufficient capacity for this increase. Based on these considerations, staff recommended approval of the proposed change.

A motion was made by Mr. Kilmer to authorize the proposed increase in legal fees. The motion was seconded by Mr. Matthews and passed unanimously.

Regarding the proposed professional services agreement with Dyer Partnership for task order No. 32 to replace the Terramar pump station generator, Mr. Miller reported that last spring, the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians (CTCLUSI) approached the Water Board concerning replacing the outdated, broken generator, noting that a power outage would result in a significant drop in water pressure for the areas residents and health care facility. CTCLUSI received grant funding and provided the Water Board with \$152,685 for all anticipated expenses related to the generator replacement project.

Dyer Partnership was approached concerning a professional services contract needed to plan the generator replacement at the Terramar pump station. This will provide the necessary engineering services to develop plans and technical specifications for the project. Dyer has submitted task order No. 32 for these services with a proposed fee of \$31,000.

After a brief discussion, Mr. Matthews moved to authorize the General Manager to enter into a professional services agreement with Dyer Partnership for Task Order No. 32 for \$31,000.00 to replace the Terramar pump station generator. The motion was seconded by Mr. Kilmer and passed unanimously.

The Board's next regular meeting was set for Thursday, August 21, 2025, at 7:00 a.m.

Updates were given as follows:

- Ford Bronco sampling vehicle: The new sampling vehicle has arrived; it has been used by several staff members who have found it significantly more maneuverable for the sampling routes and reservoir access points, where in the past, vehicles had to be parked at a distance. Its hatchback configuration has proven useful for compliance sampling; it will greatly improve efficiency and readiness in the field.
- High-Level Reservoir roof replacement: Preparations are underway, and a pre-contract meeting with the contractor has been completed. They are prepared to begin work in September, depending on the timing of the installation of a pressure-sustaining valve. The tank will be fully drained before roof tear-off begins to prevent debris in the system and there will be a bypass in the system to maintain service during construction, utilizing alternate points to feed the system. At present, the project remains on track and ready to proceed as planned.

At 7:26 a.m. Chair Richardson directed they go into executive session for the purpose of considering information or records that are exempt by law from public inspection pursuant to ORS 192.660(2)(f) and potential litigation pursuant to ORS 192.660(2)(h) and performance evaluation of General Manager pursuant to ORS 192.660(2)(i).

The Board returned to open session at 9:02 a.m. Chair Richardson stated the Board had conducted a performance review of the General Manager Ivan Thomas. Mr. Matthews moved to renew the General Manager's contract for the coming year, amending and authorizing the General Managers compensation package as proposed. The motion was seconded by Mr. Solarz and passed unanimously.

There being no other business to come before the Board, Chair Richardson adjourned the meeting at 9:04 a.m.

Approved: _____, 2025

By: _____
Bill Richardson, Chair

ATTEST: _____