

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

Minutes
Regular Board Meeting

February 1, 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, Bob Dillard and Melissa Cribbins. Board members absent: None. Water Board staff present: Ivan D. Thomas, General Manager; Jeff Howes, Finance Director; Bryan Tichota, Customer Relations Supervisor; Matt Whitty, Engineering Manager; Vince Stonesifer, Field Services Technician; and Karen Parker, Administrative Assistant. Board Legal Counsel Jim Coffey was present. Media present: None. Todd Goergen of Coos Pacific Sand, LLC was present. Chair Sharps opened the meeting at 7:00 a.m. and asked Mr. Howes to lead the Board and assembly in the Pledge of Allegiance.

Chair Sharps asked if there were any corrections or additions to the January 18, 2018 Regular Board meeting minutes. Mr. Solarz moved the minutes be approved as written. The motion was seconded by Mr. Dillard and passed unanimously.

Chair Sharps asked if there were any public comments. Mr. Todd Goergen was present. Mr. Goergen stated he is the owner of Coos Pacific Sand, LLC., the campground on TransPacific Lane in North Bend. Mr. Goergen explained they experienced a catastrophic failure of their water line on their side of the meter in November 2017. The leak unfortunately was not discovered for about a month. In December of 2017, Coos Pacific Sand's water bill was in the amount of \$7,205.31. Typically, their monthly bill is approximately \$100 per month in the off season. Once the leak was discovered it was immediately repaired. Mr. Goergen asked for the Board's consideration to split the difference with the Water Board and to pay back their portion over a 12-month period. Chair Sharps stated the Board would take this under advisement and get back to him within a couple of weeks. Mr. Goergen thanked the Board for their consideration.

Engineering Manager Matt Whitty presented staff's request regarding the proposed main replacement project on Juniper and Hemlock Avenue in Coos Bay. The existing 6-inch diameter main was installed in the 1930's, which is one of the two 6-inch diameter mains supplying all of Telegraph Hill.

Mr. Whitty stated after receiving low pressure and flow concerns from a resident on 7th Street, north of Date Street, staff conducted an investigation and determined hydrant flows from the 6-inch main on Hemlock were severely compromised. The main is connected to a 12-inch diameter main on North 14th Street.

This project is included in the current year's fiscal budget at an estimated cost of \$172,000, including 25% contingencies. The estimate was based on installation of a new 10-inch diameter main. The utility has 1,920 feet of 12-inch diameter PVC water main that has been in inventory for many years and is in good condition but it has been stored outside and has discoloration due to UV light exposure. Mr. Whitty stated he researched PVC pipe that has had exposure to UV rays. The studies tested the pipe for impact resistance, pressure capacity and pipe stiffness. The only strength characteristic affected by UV rays is impact resistance, meaning the pipe can be more easily damaged by a sharp impact on the pipe prior to installation. Once the pipe is installed the lowered impact resistance is not a significant factor in long-term stability of the pipe. Mr. Whitty discussed using this pipe with the utility's crew leaders and they feel comfortable using the pipe for this installation. Mr. Whitty stated replacement of the 6-inch diameter main will improve flows. Staff proposes using in-house design and the utility's crew to complete the project.

Mr. Dillard inquired as to the length of the project. Mr. Whitty stated this project will take approximately 1 1/2 to 2 months to complete. Due to the fact this project exceeds \$100,000, Oregon Revised Statutes require staff show we can do it more economically than if we were to bid it out. Substantial data has been documented as required by the utility's Public Contracting Rules. After a brief discussion, Mr. Dillard moved to authorize staff to design and install 1,800 feet of replacement 12-inch diameter PVC pipe on Juniper, North 13th and Hemlock at an estimated cost of \$172,000. The motion was seconded by Mr. Solarz and passed unanimously.

The Board's next regular meeting was set for Wednesday, February 14, 2018, at 7:00 a.m.

Updates were given as follows:

- State Street – The tie-in was completed yesterday and there is still paving to do. There was an unmarked utility belonging to Charter Communications which resulted in an underground cable being cut through. Charter Communications will be billed for our costs.
- North 8th Street – Final pay requests are being processed. All change orders have been reviewed and are deemed valid.
- Joe Ney Dike – Staff will continue to monitor the leak to ensure it is not increasing.
- Chlorine Conversion Project – The Dyer Partnership is working on the plans.
- Parking Lot Lighting Project – Waiting for approval of costs from the Energy Trust of Oregon.
- 6th Avenue Bridge Water Main Replacement Project – A change order in the amount of \$7,500 was negotiated due to a design change needed because of the location of the sewer force main. The pressure test was unsuccessful so a modification to the pipe will be performed.
- 14 & F Roof Replacement – Staff will be scheduling this project according to the weather.

In reviewing customer statistics it was noted that residential consumption for December 2017 was very low. Mr. Solarz inquired if staff has a 5 year moving mean for budgetary purposes. Mr. Thomas stated he and Finance Director Jeff Howes have discussed the fact of being conservative when projecting revenues for the upcoming fiscal year. Mr. Howes commented staff looks at a 10-year usage and also other means in determining consumption. Mr. Solarz asked if a 5-year graph of consumptions could be included in the budget.

At 7:32 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 8:00 a.m.

Regarding the utility's Operating Policies – Conservation and Leak Repair Incentive, Section IX(E) , Chair Sharps stated this section of the policy currently reads as follows:

“Adjustment Totals – The Water Board will calculate the customer’s water bill to the average monthly bill. Excess water bill charges over the average water consumption will be split 50/50 between the Water Board and the customer. A maximum adjustment of \$1,000 will be made for each qualifying adjustment.”

A suggestion has been made to add the following language to the last sentence: “subject to any further adjustment by the Board of Directors upon customer appeal”. Mr. Solarz asked Dr. Sharps if he wanted to change the amount. Dr. Sharps stated he did not want to change the amount as he wants it to be brought to the Board.

Ms. Cribbins moved to amend Section IX(E) of Operating Policies – Conservation and Leak Repair Incentive, adding the following language to the last sentence: “subject to any further adjustment by the Board of Directors upon customer appeal.”;

and also to amend subsection J. adding the following language: “iv. Above \$1,000 – Upon appeal to the Board of Directors (at the Board’s discretion).” The motion was seconded by Dr. Sharps and passed with Ms. Cribbins, Dr. Sharps and Mr. Dillard voting in favor, and opposed by Mr. Solarz.

Regarding Mr. Todd Goergen’s request for adjustment on his water bill due to a leak, motion was made by Ms. Cribbins to authorize a bill adjustment for Coos Pacific Sand, LLC, under Section IX of the Board’s Operating Policies-Conservation and Leak Repair Incentive, reducing their bill by 50 percent and give them 12 months to pay in full. The motion was seconded by Dr. Sharps and passed unanimously.

There being no other business to come before the Board, Chair Sharps adjourned the meeting at 8:05 a.m.

Approved: _____, 2018

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

ATTEST: _____