

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

Minutes
Regular Board Meeting

January 7, 2021
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 Greg Solarz presiding. Other Board members present: Dr. Charles Sharps and Melissa Cribbins. Board members absent: Bob Dillard. Water Board staff present: Ivan D. Thomas, General Manager; Matt Whitty, Engineering Manager; John McKeivitt, Water Treatment Supervisor; and Karen Parker, Administrative Assistant. Board Legal Counsel Jim Coffey was present. Present via teleconference was Bryan Tichota, Customer Relations Supervisor. Media present: None. Chair Solarz opened the meeting at 7:00 a.m. and asked Mr. Coffey to lead the Board and assembly in the Pledge of Allegiance.

Chair Solarz asked if there were any corrections or additions to the December 17, 2020 Regular Board meeting minutes. Dr. Sharps moved the minutes be approved as written. The motion was seconded by Ms. Cribbins and passed unanimously.

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

Regarding the Glasgow Pump Station Pump Replacement and Electrical Equipment Upgrades, Engineering Manager Matt Whitty stated the Glasgow Pump Station is located on Quail Road and pumps to the Glasgow Reservoir serving approximately 100 customers in the area. This is a below ground pump station and because of rust and other aging issues in the vault, staff has identified needed improvements for the pump station. Staff proposes replacing the existing pump and motor control panel to improve the safety, reliability, and efficiency of the below ground pump station.

Staff solicited bids for the pump with control panel and received the following:

Pump Tech:	\$4,580.00
HD Fowler:	\$4,606.51
Ferguson:	\$5,598.08

Staff proposes acceptance of the bid from PumpTech Inc. as they were low bidder. Their bid for \$4,580 includes a 7.5 horsepower Grundfos multistage centrifugal pump and the motor control panel. Electrician labor costs for this will be approximately \$1,500.

Estimated costs for Board staff labor and mileage are \$1,850. Plumbing and construction materials for the project will cost \$1,000. Dr. Sharps inquired if the electrical work would be done in-house. Mr. Whitty stated an electrician will be hired.

The total estimated cost of this project is \$8,930. This project is included in the current fiscal year's budget in the amount of \$13,700.

After a brief discussion, Dr. Sharps moved to accept the bid from Pump Tech for purchase of the pump with control panel in the amount of \$4,580, to upgrade the Glasgow Pump Station in the total approximate amount of \$8,930. The motion was seconded by Ms. Cribbins and passed unanimously.

Water Treatment Supervisor John McKeivitt reviewed the bids received for water treatment chemical purchases to be made during calendar year 2021. Eight suppliers submitted quotes for five chemicals. All products meet the specifications outlined in the Request for Quotes. Based on estimated quantities, water treatment chemical expenses for the upcoming year are anticipated to increase by approximately \$6,877. This is due to an increase in cost in Liquid Poly Aluminum and Fluoride.

After a brief discussion, motion was made by Ms. Cribbins to accept all quotes and award the chemical quotes to the supplier with the low quote for each chemical type. The motion was seconded by Dr. Sharps and passed unanimously. The suppliers with low quotes were as follows:

Treatment Chemical	Bidder	Price
Liquid polyaluminum chloride	Calchem Enterprises	\$ 554.00/ton
Anhydrous ammonia	Airgas Specialty Products, Inc.	2,300.00/ton
Sodium hypochlorite (12.5%)	HASA, Inc.	1.33/gallon
Sodium Fluoride	Univar USA, Inc.	2,020.00/ton
25% Sodium Hydroxide	Univar USA, Inc.	175.40/ton

The Board's next regular meeting was set for Thursday, January 21, 2021, at 7:00 a.m.

Mr. Solarz commented on the amount of funds received in November as shown on the Customer Statistics chart. Mr. Thomas stated this number represents the amount billed, not what has been collected however water usage has been good. Staff is aware this is a hard time for many and has been working with people to set up payment plans in an effort to help them. Dr. Sharps inquired if customers have been receptive to the suggested payment plans. Mr. Thomas stated in most cases customers have been accepting the payment plans. Mr. Thomas stated the utility was contacted by an individual who wanted to remain anonymous and asked if they could make payments on some customer accounts that were in arrears and really needed help. Staff identified 12 customers, using only account numbers, no names or addresses were given. The anonymous donor paid a total of \$5,500. Mr. Thomas and the Board commented what a nice gesture this was.

Updates were given as follows:

- Springbrook Upgrade – The upgrade is to take place in March and staff should know by the end of January as to the exact dates.
- Master Planning - RH2 Engineering and Murray Smith and Associates were interviewed. The interview panel selected Murray Smith and Associates. A meeting is scheduled tomorrow for discussion regarding scope of work and price negotiations.
- Timber Services RFQ - The Request for Qualifications is complete and has been posted on Quest CDN where the document can be downloaded. Statement of Qualifications are due by February 18, 2021.

At 7:17 a.m. Chair Solarz directed they go into executive session for the purposes of discussing potential litigation pursuant to ORS 192.660(2)(h) and personnel issues pursuant to ORS 192.660(2)(a). They returned to open session at 8:02 a.m. There being no other business to come before the Board, Chair Solarz adjourned the meeting at 8:02 a.m.

Approved: _____, 2021

By: _____
Chair Greg Solarz

ATTEST: _____