

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

Minutes
Regular Board Meeting

1:00 p.m.
June 25, 2015

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 and Dick Vigue. Board Members absent: Melissa Cribbins. Water Board staff present: Rob K. Schab, General Manager; Ron Hoffine, Operations Director; Matt Whitty, Engineering Supervisor; Jim Kaylor, Water Treatment Supervisor; Bryan Tichota, Customer Relations Supervisor; Rick Abbott, Distribution Supervisor; and Karen Parker, Administrative Assistant. Board Legal Counsel Jim Coffey was present. Media present: None. Chair Sharps opened the meeting at 1:00 p.m.

Chair Sharps asked if there were any corrections or additions to the June 18, 2015 Regular Board meeting minutes. Mr. Solarz moved the minutes be approved as written. The motion was seconded by Mr. Vigue and passed unanimously.

Mr. Schab presented proposed Resolution No. 338 titled "Adjustments to General Water Rates, Fire Services, Fire Hydrants and System Development Charges". He said if the Board decides to act on the recommendation given by the Budget Committee at their June 25, 2015 meeting, this resolution would formalize their recommendation regarding the fiscal year 2015-16 budget. Mr. Schab stated the proposed resolution reflects the budget presented to the Budget Committee and the rates that would be adjusted to include a 6.1% rate adjustment, as well as the System Development Charge increase of \$100 per equivalent dwelling unit, and increase of fire hydrants rates by \$1.00 per hydrant per month. Motion was made by Mr. Vigue to accept the recommendation of the Budget Committee regarding the fiscal year 2015-16 budget. The motion was seconded by Dr. Sharps and passed unanimously. Mr. Vigue moved they adopt Resolution No. 338 as proposed. The motion was seconded by Dr. Sharps and passed unanimously. The resolution read as follows:

Resolution No. 338

**ADJUSTMENTS TO GENERAL WATER RATES
FIRE SERVICES
AND
SYSTEM DEVELOPMENT CHARGES**

WHEREAS, by and pursuant to the authority vested in the Coos Bay-North Bend Water Board (Water Board), pursuant to the respective charters of the Cities of Coos Bay and North Bend, Oregon, and the laws of the State of Oregon, said Water Board has the right and authority to fix rates to be paid by users of water from the Water Board system, to make and determine reasonable classifications of

various rates, and to promulgate and make effective regulations and service fees in connection with the operation of said water system; and

WHEREAS, Water Board has reviewed current rates and charges in relationship to the operational and capital needs of the utility and found them insufficient to meet Water Board's goals; and

WHEREAS, Water Board has determined that the needs of the utility must be appropriately funded;

NOW, THEREFORE, BE IT RESOLVED, that general water rates, fire services, fire hydrants and System Development Charges for all classifications of water users within and without the corporate limits of the Cities of Coos Bay and North Bend, Oregon, established by duly adopted resolutions of Coos Bay-North Bend Water Board, shall be amended by the attached Exhibit "A" to be effective July 1, 2015, for all bills rendered on or after July 1, 2015.

EXHIBIT A

GENERAL WATER RATES

Rate per 100 cubic feet for all consumption over 300 cubic feet			Minimum charge for consumption metering from 0 to 300 cubic feet per month		
<u>Classification</u>	<u>Inside</u>	<u>Outside</u>	<u>Meter Size</u>	<u>Inside</u>	<u>Outside</u>
Residential	\$2.891	\$3.845	Meter Surcharge	\$0.00	\$5.00
Multiple-residential	2.266	3.303	5/8-inch	19.63	27.42
Commercial	2.299	3.352	3/4-inch	20.84	29.18
Industrial	1.994	2.671	1-inch	25.73	36.03
Public/Other	2.089	3.04	1 1/2-inch	37.98	53.18
Untreated		0.342	2-inch	56.36	78.91
			3-inch	99.25	138.99
			4-inch	160.54	224.76
			6-inch	313.76	439.25
			8-inch	497.58	696.63
			10-inch	712.08	996.92

FIRE SERVICES

To be charged monthly at the rate of \$4.95 per inch of diameter of service pipe in addition to any meter rate

<u>Fire Service Line Size</u>	<u>Monthly Fee</u>
2" or less	\$ 9.90
3"	14.85
4"	19.80
6"	29.70
8"	39.60
10"	49.50

SYSTEM DEVELOPMENT CHARGES

METER SIZE	EDU's	SDC
5/8"	1.0	\$ 2,990
3/4"	1.5	\$ 4,485
1"	2.5	\$ 7,475
1.5"	5.0	\$ 14,950
2"	8.0	\$ 23,920
3"	15.0	\$ 44,850
4"	25.0	\$ 74,750
6"	50.0	\$149,500
8"	80.0	\$239,200
10"	115.0	\$343,850

NOTE: THE ABOVE GENERAL WATER RATES AND SYSTEM DEVELOPMENT CHARGES SHALL BE IN EFFECT FOR ALL CHARGES MADE AND BILLED AS OF THE JULY 1, 2015, BILLING DATE.

Mr. Hoffine noted Exhibit "A" to Resolution No. 338 did not make reference to the adjustment to fire hydrant rates by \$1 per hydrant per month. Mr. Solarz moved to amend Exhibit A as stated. The motion was seconded by Mr. Vigue and passed unanimously. Following is the amendment to Exhibit "A" of Resolution No. 338:

FIRE HYDRANT RATES

- a. Hydrants inside the Cities of Coos Bay and North Bend which are owned by the Cities of Coos Bay and North Bend - NO CHARGE
- b. Hydrants owned and maintained by private parties or by other public bodies within the Cities of Coos Bay and North Bend, per month in advance - \$10.21
- c. Hydrants owned and maintained by organized fire districts, private parties, or by other public bodies outside the corporate limits of Coos Bay and North Bend, per month in advance - \$14.19

Regarding the additional monthly transfer to the Outside Capital Fund, Mr. Schab said currently the utility collects a \$5 surcharge each month from outside of city customers. The surcharge along with \$1 from each outside customer's water bill is placed in the Outside Fund. This fund is utilized exclusively for capital projects serving outside customers. Because of the large number of outside capital projects, the Outside Fund has been drawn to a negative balance. Staff recommends the transfer of an additional \$1 per month be transferred to the Outside Capital Fund. This will transfer approximately \$35,000 per year to the Outside Fund. After a brief discussion, Dr. Sharps moved to authorize the monthly transfer of an additional \$1.00 (for a total of \$2.00) from the outside customer's water bill and applying it to the Outside Capital Fund. The motion was seconded by Mr. Solarz and passed unanimously.

Mr. Schab presented proposed Resolution No. 339 titled "Resolution Extending Workers' Compensation Coverage to Volunteers of Coos Bay-North Bend Water Board for Policy Year 2015-16. Insurance will be provided by SAIF Corporation. The estimated premium for coverage is less than \$14.00 per year. Mr. Solarz moved they adopt Resolution No. 339 as

proposed. The motion was seconded by Mr. Vigue and passed unanimously. The resolution read as follows:

Resolution No. 339

**A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO
VOLUNTEERS OF COOS BAY-NORTH BEND WATER BOARD FOR POLICY YEAR
2015-16**

WHEREAS, ORS 656.031 provides that workers' compensation coverage will be extended to the classes of volunteer workers listed on the attached Volunteer Election Form;

NOW, THEREFORE, be it resolved that Coos Bay-North Bend Water Board elects to provide workers' compensation coverage as listed below:

1. Unpaid volunteer Board Members will be provided with workers compensation based on providing administrative duties and hours volunteered. The assumed hourly wage for unpaid volunteer Board Members will be the assumed minimum wage filed by the National Council on Compensation Insurance for the year in which the volunteer services are provided.
2. A roster of active volunteers (non-public safety) will be kept monthly for reporting purposes. It is acknowledged that SAIF may request copies of these rosters during year-end audit; and
3. Unanticipated volunteer projects or exposure not addressed herein will be added to Coos Bay-North Bend Water Board's coverage agreement (1) by endorsement, (2) with advance notice to SAIF, and (3) allowing two weeks for processing. It is hereby acknowledged that coverage of this type cannot be backdated and must be pre-approved; and
4. This resolution will be updated annually.

Regarding election of Board Officers, Mr. Solarz moved they follow the regular rotation of officers to commence at the July 2, 2015 Regular Board Meeting. The motion was seconded by Mr. Vigue and passed unanimously. Officers for the following year are as follows: Chair – Melissa Cribbins; Vice-Chair – Richard Vigue; Secretary – Greg Solarz; and Member – Charles Sharps, Ph.D.

The Board's next regular meeting was scheduled for July 2, 2015 at 7:00 a.m.

At 1:10 p.m. Chair Sharps directed they go into executive session for the purposes of discussing personnel issues pursuant to ORS 192.660(2)(a). They returned to open session at 1:50 a.m. There being no other business to come before the Board, Chair Sharps adjourned the meeting at 1:55 p.m.

Approved _____, 2015

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

ATTEST: _____

