

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

Minutes
Regular Board Meeting

7:00 a.m.
October 20, 2016

Coos Bay-North Bend Water Board met in open session in the Board Room at the above address, date, and time with Chair Solarz presiding. Other Board members present: Melissa Cribbins and Charles Sharps. Board members absent: Bob Dillard. Water Board staff present: Ivan D. Thomas, General Manager; Matt Whitty, Engineering Manager; Bryan Tichota, Customer Relations Supervisor; Bill Hagan, Operations Manager; Jeff Howes, Finance Director; Board Legal Counsel Jim Coffey was absent. Media present: None. Chair Solarz opened the meeting at 7:00 a.m.

Chair Solarz asked if there were any corrections or additions to the October 6, 2016 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 Miner Creek Box Culvert 6-inch main replacement, Engineering Manager Matt Whitty stated Oregon Department of Transportation is replacing a culvert on Cape Arago Highway at Miner Creek. The replacement culvert is a box culvert that will conflict with the location of an existing 6-inch diameter PVC water main. To accommodate the installation of the culvert, the Water Board will need to install a temporary water main over Miner Creek, and replace a 100-foot long section of main over the new box culvert after the culvert is installed.

The new water main will have only 13-inches of cover due to the size of the box culvert. Mr. Whitty stated staff will apply for waivers from the Health Department's requirement for minimum cover of 30 inches for both the temporary main and the new main. The temporary water main over Miner Creek may require an application to the Corps of Engineers for a permit to operate in the Miner Creek wetlands. Mr. Whitty said staff will work with The Dyer Partnership to acquire the permit. The Dyer Partnership estimated permitting costs between \$2,500 and \$10,000 depending on the level of investigation and permitting required by the Corps of Engineers. Mr. Whitty added that the only wetland is in the streambed which will not be touched. Mr. Speakman of The Dyer Partnership recently advised a permit may not be needed from the Corps of Engineers but a final determination has not yet been made.

Staff proposes using in-house design and construction at an estimated cost of \$28,000. Total estimated costs, including permitting, are estimated at \$30,500 to \$38,000, depending on final determination of permitting required by the Corps of Engineers. This project is not included in the current fiscal year's budget, as staff received notification of this project during the final budget

process. Staff plans to utilize funds remaining from the Union and Bay Park telemetry projects in the amount of \$29,000. Up to \$9,000 of capital reserves may be necessary to complete the project.

After a brief discussion, Dr. Sharps moved to authorize staff to design and install a temporary water main and 100 feet of 6-inch diameter replacement main at an estimated cost of up to \$38,000. The motion was seconded by Ms. Cribbins and passed unanimously.

Finance Director Jeff Howes stated signature agreements for the utility's financial institutions need updating to reflect the resignation of Mr. Vigue, and the addition of a new Board member, Bob Dillard. After a brief discussion, Ms. Cribbins moved to approve the updating of signatures with each of the utility's financial institutions. The motion was seconded by Dr. Sharps and passed unanimously.

The Board's next regular meeting was set for Monday, November 14, 2016, at 7:00 a.m.

Mr. Thomas stated staff from Oregon Health Authority visited the utility to perform a sanitary/regulatory audit of the Water Treatment Plant and distribution infrastructure. The audit went well and will be followed up with a final written report.

At 7:45 a.m. Chair Solarz 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 8:03 a.m. There being no other business to come before the Board, Chair Solarz adjourned the meeting at 8:03 a.m.

Approved: _____, 2016

By: _____
Chair Greg Solarz

ATTEST: _____