

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 1, 2015

Coos Bay-North Bend Water Board met in open session in the Board Room at the above address, date, and time with Chair Cribbins presiding. Other Board members present: Dr. Charles Sharps, Greg Solarz and Dick Vigue (via telephone). Board members absent: None. Water Board staff present: Rob K. Schab, General Manager; Ron Hoffine, Operations Director; Rick Abbott, Distribution Supervisor; Matt Whitty, Engineering Supervisor; Bryan Tichota, Customer Relations Supervisor; Jim Kaylor, Treatment Plant Supervisor; and Karen Parker, Administrative Assistant. Board Legal Counsel Jim Coffey was present. Media present: None. Chair Cribbins opened the meeting at 7:00 a.m.

Chair Cribbins asked if there were any corrections or additions to the September 3, 2015 Regular Board meeting minutes. Mr. Solarz moved the minutes be approved as written. The motion was seconded by Dr. Sharps and passed unanimously.

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

Engineering Supervisor Matt Whitty presented staff's request regarding the proposed 7<sup>th</sup> Avenue Main Replacement Project. Staff proposes the replacement of 249 feet of 2-inch asbestos cement pipe with 249 feet of 2-inch diameter PVC pipe on 7<sup>th</sup> Avenue in Eastside. Mr. Whitty said the existing main has experienced breaks in 2005 and 2012 and is in poor condition. The main serves five homes. Staff proposes using in-house design and the utility's crew to complete the project. This project is included in the current fiscal year's budget in the amount of \$28,100. After a brief discussion, Mr. Solarz moved to authorize staff to design and install the 7<sup>th</sup> Avenue Main Replacement Project. The motion was seconded by Mr. Vigue and passed unanimously.

Operations Director Ron Hoffine presented proposed Task Order No. 1 for the 2015 Timber Management Activities with Stuntzner Engineering & Forestry, LLC. Stuntzner Engineering and Forestry would investigate the need and propose alternatives for vegetation control on timber units 3, 31 and 32, and on the Upper Pony Creek Dam borrow area that was utilized during its construction. Unit 3 is in the Joe Ney Watershed; units 31 and 32 are on the east side of the Pony Creek Watershed. A written report of findings with alternatives, cost estimates and recommendations would be prepared by Stuntzner Engineering. The total cost of Stuntzner Engineering's services is estimated to not exceed \$3,000. Board members were provided with Stuntzner's proposal letter and Task Order No. 1. After a brief discussion, Dr. Sharps moved to approve Task Order No. 1 as presented. The motion was seconded by Mr. Solarz and passed unanimously.

Mr. Schab gave an update on the Matson Creek Project stating the project is near completion. Planting will be accomplished once the rain begins.

Mr. Hoffine updated the Board on the timber sale saying logging should be completed by October 9<sup>th</sup> and income from this sale is approximately \$495,000.

Mr. Hoffine gave an update on the South Empire Boulevard Waterline Relocation Project stating new water main has been installed nearly to Wisconsin. Contract substantial completion date is October 15, 2015 and Knife River should meet that date.

Finance Director Jeff Howes updated Board members regarding the financial audit stating the auditors have been on site and the audit is progressing well. In addition, the actuarial review is scheduled to be complete by the end of October.

The Board's next regular meeting was set for Thursday, October 15, 2015, at 7:00 a.m.

At 7:20 a.m. Chair Cribbins 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 8:48 a.m. There being no other business to come before the Board, Chair Cribbins adjourned the meeting at 8:48 a.m.

Approved: \_\_\_\_\_, 2015

By: \_\_\_\_\_  
Chair Melissa Cribbins

ATTEST: \_\_\_\_\_