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

Minutes
Regular Board Meeting

October 6, 2022
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 Bob Dillard presiding. Other Board members present: Dr. Charles Sharps, Greg Solarz and Carmen Matthews. Board Members absent: None. Water Board staff present: Ivan D. Thomas, General Manager; Matt Whitty, Engineering Manager; Bryan Tichota, Customer Relations Supervisor; John McKevitt, Operations Director; Jason Mills, Distribution Specialist; and Karen Parker, Administrative Assistant. Board Legal Counsel Melissa Cribbins was present. Aaron Speakman of The Dyer Partnership was present. Media present: None.

Chair Dillard opened the meeting at 7:00 a.m. and asked Mr. Speakman to lead the Board and assembly in the Pledge of Allegiance.

Chair Dillard asked if there were any corrections or additions to the September 8, 2022, Regular Board meeting minutes. Dr. Sharps moved the minutes be approved as written. The motion was seconded by Mr. Matthews and passed unanimously.

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

Distribution Specialist Jason Mills presented staff's request for telemetry upgrades to Woodlawn Pump Station & Reservoir, Union Pump Station & Reservoir and Newmark &Tremont Pump Station.

The proposed project is to upgrade the automatic pumping control and condition monitoring at three of the Water Board tank and pump sites. This project will replace the existing obsolete telemetry equipment at Woodlawn Pump Station & Reservoir site, at the Union Pump Station & Reservoir site and at the Newmark & Tremont Pump Station site.

Staff recommends using Mission Communications cellular RTUs (remote telemetry unit) to permanently replace the obsolete S&B RTUs at the Woodlawn, Union and Tremont sites. This project's completion further reduces the Water Board's reliance on the Ziply Fiber aged copper circuit infrastructure.

Upon completion of this project, the number of Water Board distribution system RTUs controlled by Mission Communications will be 23. 12 sites still remain controlled by S&B RTUs and those sites are newer technology and they run much more reliably than the older ones. Dr. Sharps asked how much longer the 12 remaining sites will run. Mr. Mills estimated 10 to 15 years.

Mr. Dillard stated he assumed Mission Communications is a sole source. Mr. Mills confirmed there is one regional distributor for this product.

Staff recommends the installation of Mission Communications RTUs to provide automatic control and remote condition monitoring for these sites. Mission Communications has proven itself as a reliable and cost-effective solution for the distribution section's control needs. The Woodlawn Pump Station and Reservoir is located southwest of the intersection of Lincoln Street and 11th Street. The Union Pump Station and Reservoir is located north of the intersection of Oregon Avenue and Union Avenue. The Tremont Pump station is located at the intersection of Newmark Avenue and Tremont Street. These two reservoirs have a one-million-gallon capacity each and are the main water storage tanks for the low-level system of North Bend. Union and Woodlawn Pump Stations both increase pressure and flow in the high-level system of North Bend during high demand. The Newmark & Tremont Pump Station is designed to fill the Union and Woodlawn low level tanks.

Staff proposes using Correct Equipment as the sole source for the Mission Communications RTU as they are the regional distributor.

This upgrade includes a $11,595.20 purchase from Correct Equipment for the Mission Mydro852 RTUs, a tank & well control package, and annual service fees. Additional materials for this project are estimated at $3,000. Electrician installation costs for this project are not to exceed $2,000. Estimated costs for Board staff labor and mileage are $3,500.

The total estimated cost of this project is $21,000 with contingencies. The fiscal year 2023 budget includes $16,500 for this telemetry project. The Water Board active capital reserves have adequate funding to absorb the additional cost of the project.

Mr. Solarz questioned if Union and Woodlawn pump stations both increase pressure and flow in the low level system, rather than the high level system. Mr. Mills stated no it is the high level. The pump stations are basically the same elevation as the reservoir, about 200 feet, so they draw from the tank which is very low pressure at that elevation and they boost the high level system for fire flow.

Dr. Sharps commented this is another drawdown of the capital reserves of approximately $5,000 and asked what the current amount of capital reserves is. Mr. Thomas stated the active capital reserves are in the one million dollar range. Dr. Sharps stated the capital reserves have been used frequently. Mr. Thomas stated some of these funds have been used lately because of the recent increase in costs. Mr. Dillard asked what amount has been used over the last fiscal year. Mr. Thomas stated probably $200,000 as two large projects came in over budget, the IMS Cap Replacement Project and the Customer Service Lobby remodel and the work performed at the Service Center.

Mr. Matthews questioned if the electrician installation costs would most likely be higher. Mr. Mills stated a lot of the inputs and leads are already in place as well as the panel from the existing telemetry, so the work is minimal.

After a brief discussion, motion was made by Dr. Sharps authorizing purchase of the upgrades as discussed to the Union Pump Station and Reservoir, Woodlawn Pump Station and Reservoir, and Newmark and Tremont Pump Station for a total cost of $21,000. The motion was seconded by Mr. Matthews and passed unanimously.

Regarding The Dyer Partnership's proposed Task Order No. 25 for cathodic protection services, Engineering Manager Matt Whitty stated funds for replacement of Point Adams and Isthmus Slough cathodic protection systems were included in the FY 2022 budget. Due to the subsequent failure of both the rectifier and anode bed at the South Slough crossing staff included funds in the FY 2023 budget for that replacement.

A total of $120,000 is currently budgeted for design and installation of the replacements at Isthmus, South Slough and Point Adams. Staff planned to utilize the design guidance from recently retired George Richards, and use in-house staff to install the systems.

After consideration of the required environmental permitting, the retirement of George Richards and the difficult access for installation of the systems staff now recommends hiring Dyer Partnership for the design and management of a contractor installation of the cathodic protection systems. Staff are weighing different options for the Point Adams system, so at this time proposes focusing the budgeted funds on Isthmus Slough and South Slough.

Following a request from Water Board staff Dyer provides a task order for approval of each project. The task order includes a scope of work and the estimated cost of the work.

The Dyer Partnership has performed very well on past projects. Staff have recently requested a task order for engineering and environmental services for the design and management of two budgeted cathodic protection system replacement projects. The task order is No. 25 and covers design, environmental permitting, bidding and construction management and oversight for replacement of the cathodic protection systems at the Isthmus Slough and South Slough crossings. Both systems protect 12-inch ductile iron water mains crossing the respective sloughs.

Dyer Partnership's scope of work includes design, environmental permitting, bidding and contract administration. The estimated engineering services cost for the two projects is $92,060. Staff have reviewed the detailed breakdown of the time required for each subtask and are comfortable that the work can be accomplished within the proposed task order budget. The cost for the engineering services portion of the work could be covered with the combined budgeted funds for the three projects. The task order includes a schedule with proposed installation during the in-water work period between July and September 2023. Staff plans to include additional funding in the FY 2024 budget together with the remaining $28,000 in funds already budgeted to cover installation costs for the two systems.

Dr. Sharps asked why staff is not taking care of Point Adams via South Slough. Mr. Whitty stated with these there is a rectifier and a ground bed and those ground beds are attached by heavy gauge wires so to put one ground bed in a wire would have to be run a long distance. Dr. Sharps asked when cathodic protection was last done. Mr. Whitty stated it was in 1994. Mr. Dillard asked if it would be advantageous to get three permits at this time. Mr. Whitty stated a permit may not be needed for Point Adams.

Mr. Speakman stated once they get into the environmental permitting process, a consultation will be held with the Army Corps of Engineers. At that point they'll direct Dyer on which permits are most likely to be approved and that is why the costs look high because it is unknown exactly which permitting process they're going to require.

Mr. Whitty commented once the design is complete staff will bring this back to the Board. Mr. Dillard commented when staff decides to do the third project this is when we will come in over budget. Mr. Thomas stated staff could budget the third project in the 2024 budget. The Point Adams project is a little more involved as it deals with agreements that the Water Board has with the Port and it could also have dealings with the Charleston Fire District. Ultimately, the Water Board would like to put a non-ferrous pipe in that place or just have the Port take it over. Staff is looking at all options so we don't have to deal with cathodic protection for that pipe going under that part of the harbor. The Water Board provides water for two customers and there is a sewer line so the Water Board has an agreement with the Port to maintain the cathodic protection system there for water and the sewer line and split the cost.

After a brief discussion, motion was made by Mr. Matthews authorizing the General Manager to approve Task Order #25 of Dyer Partnership's engineering services contract for the design and project management of the Isthmus Slough and South Slough Cathodic Protection Replacement Project at an estimated cost of $92,060. The motion was seconded by Dr. Sharps and passed unanimously.

The Board's next regular meeting was set for Thursday, October 20, 2022, at 11:30 a.m.

Updates were given as follows:

- 2019 Timber Sale – A report is expected to be received by mid-October 2022. The Board has been paid for a significant portion of the sale. The original volume based bid was $441,000 and the Board has received approximately $377,000 to date.

- Water Main Replacement Bundle – Empire Lane is complete. North 12th Street is near completion with trench patching being done today. North Empire Blvd. will start next week.

At 7:30 a.m. Chair Dillard 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 8:15 a.m. There being no other business to come before the Board, Chair Dillard adjourned the meeting at 8:15 a.m.

Approved: _____, 2022 By: _____
Bob Dillard, Chair

ATTEST: _____