

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

Minutes  
Regular Board Meeting

September 7, 2017  
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 Sharps presiding. Other Board members present: Melissa Cribbins, Bob Dillard and Greg Solarz. Board members absent: None. Water Board staff present: Ivan D. Thomas, General Manager; Matt Whitty, Engineering Manager; Bill Hagan, Operations Manager; Jeff Howes, Finance Director; Bryan Tichota, Customer Relations Supervisor; and Karen Parker, Administrative Assistant. Board Legal Counsel Jim Coffey was present. Media present: None. Chair Sharps opened the meeting at 7:00 a.m. and asked Mr. Solarz to lead the Board and assembly in the Pledge of Allegiance.

Chair Sharps asked if there were any corrections or additions to the July 12, 2017 Regular Board meeting minutes. Ms. Cribbins moved the minutes be approved as written. The motion was seconded by Mr. Dillard and passed unanimously.

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

Mr. Thomas reviewed a letter from Board Attorney Jim Coffey requesting an adjustment in legal fees effective September 1, 2017 based on the Portland CPI percentage. There are sufficient funds in the Fiscal Year 2018 budget for legal expenses to accommodate this increase. Legal fees would be increased by 2.2 percent as follows: Jim Coffey and Mike Stebbins from \$175.14/hour to \$178.99/hour; Jane Stebbins from \$163.74 to \$167.34; and paralegal services from \$62.18 to \$63.55. The last attorney fee increase was September 1, 2016. After a brief discussion, Ms. Cribbins moved to approve the attorney fee increase as outlined in Mr. Coffey's letter effective September 1, 2017. The motion was seconded by Mr. Dillard and passed unanimously.

Engineering Supervisor Matt Whitty presented staff's request regarding the proposed State Street Main Replacement Project. In 2014, the utility's flushing crew identified a hydraulically compromised water main on State Street between Brussels Street and Chester Street in North Bend. The existing main was installed in the 1940's. Staff proposes to install 335 feet of 6-inch PVC pipe to replace the unlined 6-inch cast iron water main.

This project is included in the current fiscal year's budget in the estimated amount of \$45,000. Mr. Whitty said staff proposes using in-house design and the utility's crew to complete the project. After a brief discussion, Ms. Cribbins moved to authorize staff to design and install 335 feet of replacement 6-inch diameter PVC pipe on State Street at an approximate cost of \$45,000. The motion was seconded by Mr. Solarz and passed unanimously.

The Board's next regular meeting was set for Thursday, September 21, 2017, at 7:00 a.m.

Mr. Thomas updated the Board on the following items:

- The auditors are in the process of the FY2017 financial audit.
- The ACH tank replacement was previously awarded to Pacific Excavation, Inc. and is scheduled to take place within the next few weeks.
- A contract has been entered into with Clean Harbors Environmental Services, Inc. for the chemical removal and disposal and should be completed this month.

Mr. Whitty gave an update on the North 8<sup>th</sup> Street Water Main Replacement Project stating Knife River has installed approximately 1,200 feet of water main and the project is going well.

Mr. Thomas updated the Board on the tank maintenance being performed by SUEZ stating it is underway. Metal crews reconstructed metal on the Brights Mill Tank and will be recoating the tank this week. Next week SUEZ is scheduled to begin metal work and recoating on the Libby Tank and shortly thereafter will begin work on Bay Park Tank.

Regarding the Joe Ney Dike leak, Mr. Whitty stated Cornforth Consultants have completed an evaluation of the dike and a report is forthcoming. In the meantime, Cornforth suggested staff dig a couple of test pits in the middle of the dike road. The Division of State Lands was contacted prior and confirmed they had no issues with this being performed. A test trench was dug. The material in the dike contains approximately two feet of rock on top, then four feet of good clay, and below the clay is rock that was very saturated and soupy. Two feet of the saturated rock was taken out and replaced with new rock and clay. Upon completion, it was noted the boil had lessened. A dye test will be performed in a couple of weeks to determine if any dye comes out of the spillway.

Mr. Thomas stated DEQ was previously approved to perform a National Lake Assessment on Merritt Lake. DEQ has completed their assessment and results will be sent to the Board at a later date.

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At 7:17 a.m. Chair Sharps 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 7:38 a.m.

There being no other business to come before the Board, Chair Sharps adjourned the meeting at 7:38 a.m.

Approved: \_\_\_\_\_, 2017

By: \_\_\_\_\_  
Chair Charles J. Sharps, Ph.D.

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