

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.
September 3, 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, Richard Vigue, and Greg Solarz. Board members absent: None. Water Board staff present: Rob K. Schab, General Manager; Ron Hoffine, Operations Director; Matt Whitty, Engineering Supervisor; Bryan Tichota, Customer Relations Supervisor; Jim Kaylor, Treatment Plant Supervisor; Jason Mills, Distribution Technician; 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 August 20, 2015 Regular Board meeting minutes. Mr. Vigue noted the minutes should be amended to reflect his vote as not in favor regarding the proposed Amendment to Water Board Rules and Regulations Section IIIC. Dr. Sharps moved to approve the minutes as amended. The motion was seconded by Ms. Cribbins and passed unanimously.

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

Regarding the proposed Cathodic Protection Survey Services by Cascade Corrosion Consulting Services, Inc., Operations Director Ron Hoffine stated the utility has four cast iron water main slough crossings with cathodic protection (CP) systems as follows: South Slough upstream of the bridge at Charleston, Isthmus Slough downstream of the bridge to Eastside, North Slough at the Shorewood Treatment Plant, and across the Charleston Boat Basin to Point Adams. The Shorewood Reservoir is a steel tank with a CP system. The CP systems protect the pipelines and reservoir from external corrosion. In addition to the utility's water main across the Charleston Boat Basin, the Port of Coos Bay has a sewer line crossing and fuel tanks at Point Adams that are protected by the CP system. Costs of any capital or maintenance expenditures for cathodic protection at the Boat Basin/Point Adams are shared with the Port.

The utility monitors all sites on a monthly basis, and also depends on a corrosion control specialist to verify operation of the systems every third year. Mr. Hoffine said George Richards of Cascade Corrosion Consulting Services, Inc. has provided these services in the past, has a good history of the utility's systems, and performs good work. Following are cost estimates per system:

South Slough	\$1,238
Isthmus Slough	\$1,238
Shorewood (North Slough)	\$1,238
Shorewood Reservoir	\$ 641
Point Adams (Charleston Boat Basin)	<u>\$1,595</u>
	\$5,950

Staff proposes to prepare a contract for review and approval by Mr. Coffey. After a brief discussion, Mr. Vigue moved to accept the proposal from Cascade Corrosion Consulting Services for cathodic protection surveys, and allow the General Manager to execute a contract once approved by Mr. Coffey. The motion was seconded by Mr. Solarz and passed unanimously.

Regarding the Jordan Cove Energy Industrial Wastewater Pipeline (IWP) Project, Operations Director Ron Hoffine stated Jordan Cove Energy has completed the IWP project. The project conveys untreated water through a Water Board service and meter in Trans-Pacific Lane near the North Spit Treatment Plant, thence through a Jordan Cove Energy owned and maintained pipeline within Trans-Pacific Lane approximately 2,000 feet to existing industrial wastewater lagoons for maintaining discharge flows through the industrial ocean outfall pipe. The utility's portion of the project consisted of connections to the existing untreated water main, purchase and testing of the 3-inch water meter, review of design plans prepared by SHN Consulting Engineers, and inspection of the vault and meter installation by Johnson Rock Products. Jordan Cove Energy signed a job order and deposited \$8,000 estimated cost of the utility's work. The actual cost of the work totals \$7,343, therefore Jordan Cove Energy will receive a refund of \$657. Mr. Hoffine stated Jordan Cove Energy has met the requirements of the contract and has provided an irrevocable letter of credit, warranting their work for one year. Jordan Cove's document dated July 10, 2015 has been provided to the Board. Staff anticipated presentation for final acceptance to the Board at the August 6th Board meeting, however the utility's job order costing was not complete. Mr. Hoffine recommends the Board accept the project as complete retroactive to August 6, 2015. After a brief discussion, Mr. Solarz moved to accept the Jordan Cove Energy Industrial Wastewater Pipeline Project as complete retroactive to August 6, 2015. The motion was seconded by Mr. Vigue and passed unanimously.

Distribution Technician Jason Mills reviewed staff's request for new telemetry at the California Pump Station. Currently, there is no telemetry or SCADA for the California Pump Station which is located on California Avenue in Englewood. Staff proposes to install new telemetry equipment and auxiliary power capability at this pump station. Because of the lack of an auxiliary power input there exists the potential for long term loss of water service to a service area of approximately 100 homes during a power system failure. The proposed telemetry project would allow the utility's 80 kilowatt generator to power the station if needed.

Mr. Mills recommends purchasing Mission Control telemetry equipment from Correct Equipment, a local distributor, as a sole source provider. Mission Control has experience with the utility's recent telemetry projects and is the least expensive option to meet the requirements. Correct Equipment would provide one Mission M800 Remote Telemetry Unit and annual telemetry service. The estimated costs are \$2,130 for a remote telemetry unit (RTU), and an annual service fee of \$563.40.

Quotes were solicited from three electrical contractors for installation of the Mission RTU and auxiliary power equipment. One quote was received for the proposed work from Kyle Electric in the amount of \$4,500. Additional costs include \$1,200 to S & B for a pressure transmitter, and in-house labor in the amount of \$1,000.

This is an unbudgeted project. Mr. Mills stated the Board previously approved two projects which came in under budget and proposes to use a portion of those remaining funds to cover the costs of the California Pump Station Telemetry Project. The estimated cost for all equipment and labor totals \$9,400. After a brief discussion, Mr. Vigue moved to authorize the purchase of the upgrades as recommended by staff from Correct Equipment, S & B, and Kyle Electric for the California Pump Station Telemetry Project in the amount of \$9,400. The motion was seconded by Dr. Sharps and passed unanimously.

Mr. Schab gave an update on the Matson Creek Project stating two of the Board members had toured the project area. Water has been reintroduced into the newly re-established channel on the north arm. Approximately 50 Coho were salvaged and will be released into the north arm. Construction is proceeding on the south arm and the project is on schedule.

Mr. Hoffine gave an update on the South Empire Boulevard Waterline Relocation Project stating the first block has been completed and the new water main has been installed almost to Fulton Street.

The Board's next regular meeting was set for Thursday, October 1, 2015, at 7:00 a.m.

At 7:25 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 8:30 a.m. There being no other business to come before the Board, Chair Cribbins adjourned the meeting at 8:30 a.m.

Approved: _____, 2015

By: _____
Chair Melissa Cribbins

ATTEST: _____