

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

Minutes  
Regular Board Meeting

October 1, 2025  
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 Bill Richardson presiding. Other Board members present: Rob Kilmer, Greg Solarz, and Carmen Matthews. Board Members absent: none. Water Board staff present: Ivan D. Thomas, General Manager; Jeff Miller, Operations Manager; Matt Whitty, Engineering Manager; Jason Mills, Distribution Supervisor; and Stacey Parrott, Executive Assistant & HR Specialist. Board Legal Counsel Melissa Cribbins was present. Kelly Kimball of Brown and Caldwell was present virtually; Media present: None.

Chair Richardson opened the meeting at 7:00 a.m. and led the Board and assembly in the Pledge of Allegiance.

Chair Richardson asked if there were any corrections or additions to the September 4, 2025, Regular Board meeting minutes. Mr. Solarz moved the minutes be approved as written. The motion was seconded by Mr. Kilmer and passed unanimously.

Chair Richardson asked if there were any public comments and there were none.

Regarding the software selection for the new SCADA (Supervisory Control and Data Acquisition) system at the Pony Creek Water Treatment Plant Ivan Thomas General Manager, recapped that the Water Treatment Plant is undergoing a major SCADA system modernization to replace aging control and monitoring infrastructure and improve system reliability, cybersecurity, and operator efficiency. The Board of Directors previously approved the purchasing methodology for the new SCADA hardware components in May. Rockwell Automation was designated as a sole-source provider for the hardware portion of the system, while staff determined that multiple vendors could potentially meet the project's software needs. A quality-based selection process was initiated for the software procurement. Three software vendors, Inductive Automation, Rockwell Automation, and AVEVA, responded to the RFP and participated in the evaluation process. Based on scoring results, all three advanced to the demonstration phase. Evaluation participants included select Water Board staff and representatives from Brown and Caldwell, the project's engineering consultant.

Operations Manager, Jeff Miller reported that each vendor conducted a detailed four-hour demonstration. Inductive Automation's software was recognized for its flexibility but was geared more toward software integrators than plant operators, making it less user-friendly for day-to-day operations. AVEVA's product was capable but less streamlined in presentation and integration. Rockwell's FactoryTalk software provided the greatest functionality "out of the box," requiring minimal customization and offering a configuration closely aligned with operator needs. The summary scoring results are listed below:

FINAL SCORES			
MAX:	Inductive Automation	<b>Rockwell Automation</b>	AVEVA
3240	2509	<b>2981</b>	2749

Based on these findings, staff and Brown and Caldwell recommended Rockwell Automation through North Coast Electric as the preferred SCADA software provider for the Pony Creek Treatment Plant. Staff noted that selecting the software at this stage is necessary for system design development; however, the actual software purchase will occur next year, during the construction phase of the SCADA upgrade, which is scheduled for late FY2027 or early FY2028.

Mr. Kilmer moved to award Rockwell Automation as the Water Board provider for SCADA software to the Pony Creek Water Treatment Plant, allowing the General Manager to enter into a contract for the above-mentioned services. The motion was seconded by Mr. Solarz and passed unanimously.

Regarding the amendment to the professional services agreement with Brown and Caldwell for detailed design services related to the Pony Creek Water Treatment Plant SCADA Upgrade Project, General Manager Ivan Thomas shared that this project represents the next phase in a long-term effort to modernize the facility's control and monitoring systems. Work toward this upgrade began in 2023 with the SCADA Master Plan, which identified the need to replace the plant's aging system and improve operational reliability, resiliency, and cybersecurity. Following the Master Plan, Brown and Caldwell conducted Phase 2 work that included a manual mode analysis of the filter process area, hardware and software selection, and preparation of a Basis of Design Report. These efforts established the technical foundation and scope for the upcoming detailed design phase.

Mr. Thomas introduced Kelly Kimball from Brown and Caldwell, who provided a presentation and overview of the proposed scope of work under the amendment. Mr. Kimball reviewed the sequence of prior SCADA project tasks and explained that the detailed design will address both control system and related infrastructure upgrades identified during previous assessments. Key points from the presentation included:

- **Manual Mode Analysis:** Examined redundancy and resiliency needs for filter process controls; the new system will incorporate improved manual control options to mitigate current operational vulnerabilities.
- **Hardware and Software Selection:** Based on prior board actions, Rockwell Automation was selected for both hardware (ControlLogix platform) and software (FactoryTalk).
- **Electrical Condition Assessment:** Identified remaining 1990s-era electrical components, untouched during the 2012 plant upgrade, as nearing end of service life. Replacement of this equipment is included in the project to prevent future failures.
- **Basis of Design Report Findings:** Established that the project will include replacement of all programmable logic controllers (PLCs), upgrades to network infrastructure to enhance redundancy and cybersecurity, new wireless connectivity for mobile operations, installation of the Rockwell FactoryTalk software package,

and replacement of approximately 40–50 filter gallery valves and multiple variable frequency drives (VFDs). The report also recommends upgrades to the control room and data servers.

Mr. Kimball noted that while the SCADA system is the central element of the project, the scope effectively functions as a comprehensive water treatment plant upgrade, encompassing mechanical and electrical improvements essential to overall plant reliability. The Basis of Design Report estimates a total project cost of approximately \$10 million, including a construction cost of \$7.5 million and associated design, permitting, and engineering services. The cost estimate includes:

- 30% contingency for unknowns, typical for a Level 5 planning estimate
- 5% annual escalation allowance through the midpoint of construction estimated 2028.
- 3.5% allowance for potential tariff impacts

Detailed design is expected to begin in October 2025 and extend through late 2026 or early 2027, depending on permitting and bid schedule. The project will include cybersecurity review and coordination with the IT group to ensure system protection from external threats.

During discussion, Mr. Solarz inquired about the remaining service life of the 2012-era equipment and whether the new design would allow future integration with eventual replacements. Mr. Kimball confirmed that the new system will be compatible and anticipates 20–25 additional years of service life for the 2012 components.

After a brief discussion, Mr. Matthews motioned to authorize the General Manager to sign the third amendment to the original professional services contract with Brown and Caldwell for the aforementioned services; a copy of the amendment, detailed scope of work, and fee schedule in the amount of \$1,366,246. The motion was seconded by Mr. Kilmer and passed unanimously.

Regarding the purchase of a Brush Hound FX26 Forestry Mulcher, Distribution Supervisor Jason Mills presented a request to replace an existing unit that has reached the end of its service life. The current mulcher has required multiple repairs and is no longer operationally reliable. The new FX26 unit is similar in style and capability to equipment used by contractors for vegetation management along reservoirs and watershed roadways and will be mounted on an excavator for clearing vegetation and maintaining access routes on Water Board owned property. Quotes received are as follows:

- Thorpe Machinery: \$17,295
- Peterson Cat: \$18,300
- Papé Machinery: \$18,572.15

The lowest responsive quote was received from Thorpe Machinery in the amount of \$17,295. Funding for the purchase is available within the Vehicle Replacement Program, which currently has a balance of approximately \$457,000.

After a brief discussion, Mr. Matthews moved to authorize the purchase of a Brush Hound FX26 Forestry Mulcher from Thorpe Machinery in the amount of \$17,295, to be funded through the Vehicle Replacement Program. The motion was seconded by Mr. Kilmer and passed unanimously.

Regarding the purchase of a Bobcat E35 Mini Excavator, Distribution Supervisor Jason Mills, presented a request to purchase a compact excavator to supplement the existing equipment fleet. The Water Board currently owns two excavators, a 11,000-pound Bobcat E63 and an 18,000-pound Case CX80C, both of which perform well for large-scale work but are often oversized and inefficient for smaller or more confined job sites. The addition of a compact excavator would provide greater flexibility and efficiency for projects in tighter areas, near traffic, or where minimal ground disturbance is desired. Several quotes were received as follows:

- Papé Machinery, Oregon Buys quote (Central Point, OR)  
John Deere 35 P-Tier Compact Excavator - \$72,836.35
- Peterson CAT, Sourcewell quote (North Bend, OR)  
Caterpillar 303.5 Compact Excavator - \$82,395.25
- Umpqua Valley Tractor, Oregon State discount (Roseburg, OR)  
Kubota U35-4R3A - \$60,481.52
- Graham Bay Area Equipment, Sourcewell quote (Coos Bay, OR)  
Bobcat E35 - \$56,773.13

An additional quote was obtained for a lightly used rental unit with approximately 100 hours for \$53,000. However, the recommendation was to purchase a new Bobcat E35 to ensure proper break-in and long-term reliability. The proposed new unit was priced at \$56,773 and includes the appropriate hydraulic system and quick-attach capability for small tools and attachments.

During discussion, Mr. Solarz expressed concern about the number of recent equipment purchases reducing the VRP reserve. Mr. Thomas responded that the VRP is replenished monthly with approximately \$9,000 in contributions, and that \$100,000 has recently been transferred from other reserve funds to support planned replacements. It was also indicated that contribution levels will be recalculated next year to reflect the growing fleet and additional personnel. It was also clarified that the new Bobcat E35, measuring approximately 69.7 inches wide, will serve as a versatile and compact machine for finishing work and smaller excavation projects.

After a brief discussion, Mr. Kilmer moved to authorize the purchase of a Bobcat E35 Compact Excavator from Graham Bay Area Equipment in Coos Bay, Oregon, in the amount of \$56,773.13. The motion was seconded by Mr. Matthews and passed unanimously.

Regarding the purchase of a Rotork valve replacement for Filter #5, Operations Manager Jeff Miller, gave an overview stating that following the 2011 plant upgrade, the Pony Creek Water Treatment Plant operates five fully automated filters that provide treated drinking water for the Coos Bay–North Bend Water Board’s service area. Each filter is equipped with five Rotork actuated valves, which control various stages of normal operation and backwash functions.

Mr. Miller reported that the air scour valve actuator on Filter #5 has been malfunctioning for several years, intermittently failing to open and close properly, and now requires frequent manual resets. The actuator has reached the end of its service life, and replacement is necessary to maintain reliable backwash operations. Additionally, it was noted that after 2025, the existing generation of Rotork actuators used throughout the

plant will no longer be supported or manufactured, emphasizing the importance of beginning phased replacements when failures occur.

The West Coast Rotork representative was contacted, who confirmed that Beaver Equipment is the sole authorized distributor of Rotork products in the Pacific Northwest. Beaver Equipment provided a quote of \$20,682 for a new Rotork valve and actuator assembly compatible with the existing control system. Because Beaver Equipment is the only authorized source for this equipment, the purchase qualifies as a sole-source procurement under Water Board purchasing policy. Funding for the replacement is available in the capital replacement reserve fund, with \$21,000 already earmarked for this purpose. Installation of the new valve and actuator will be performed by in-house staff.

During discussion, Mr. Miller clarified that this replacement will extend the reliability of Filter #5 and that similar replacements may be necessary in future years as other actuators reach the end of their lifecycle.

Mr. Solarz moved to authorize the purchase of a replacement Rotork valve and actuator from Beaver Equipment for \$20,682.00. The motion was seconded by Mr. Matthews and passed unanimously.

The Board's next regular meeting was set for Thursday, November 6<sup>th</sup>, 2025, at 7:00 a.m.

Updates were given as follows:

- High-Level Reservoir Roof Replacement – work is progressing as planned, photos documenting construction progress are being taken regularly, and the contractor continues to provide updates as the project advances.
- Newmark Ave Hydrant Repair – there was a recent hydrant repair following a vehicle accident on Newmark Ave, the driver made a left-hand turn and struck the hydrant with the vehicle's front bumper causing the hydrant to break, resulting in an uncontrolled release of water. The incident caused wash out of approximately 15-16 cubic yards of sand and damage to adjacent asphalt. Estimated total repair costs, including materials, labor, and site restoration, are approximately \$5,000. Staff is in contact with insurance providers to recover repair costs.
- Merritt Dam Seismic Research – the final engineering report was received, the study, approximately 226 pages in length, evaluated the dam's stability and potential performance under major earthquake conditions. The seismic analysis indicated that, during a significant seismic event, the dam could experience subsidence of up to 15 feet on the upstream face and 5–6 feet on the downstream side, which could result in an uncontrolled release of reservoir water. Current dam conditions allow 9–11 feet of freeboard, depending on pool elevation, meaning that a 15-foot settlement could overtop the structure. The report evaluated multiple mitigation alternatives, including:
  - Buttress reinforcement: estimated cost \$2.5–4 million; determined ineffective due to excessive predicted settlement.
  - Sand columns with buttress reinforcement: estimated cost \$15–20 million; also found inadequate for stabilizing the foundation.

- Deep soil mixing (SoilCrete) with buttress: identified as the most viable alternative, estimated cost \$20–25 million.

These estimates do not include costs for design, permitting, construction management, or environmental mitigation. The Board discussed the implications of the findings and potential next steps. Questions were raised regarding:

- The dam’s design and construction history, originally rebuilt in 1988 after state-mandated replacement of the previous structure.
- The potential for partial lowering of the reservoir to maintain additional freeboard as a short-term mitigation measure.
- Opportunities for state or federal funding under the Oregon Resilience Plan, which identifies seismic safety improvements for critical infrastructure as a long-term priority.
- The possibility of applying for grants or low-interest loans to fund future pre-design and engineering work.

It was emphasized that the seismic study results were preliminary and that additional engineering evaluation will be required to determine an acceptable long-term solution. They also noted that maintaining existing lake levels is important for water quality and aquatic habitat, and any modification to reservoir elevation would need to balance those considerations. Staff plan to work with state agencies to explore funding assistance for further design and analysis and to include this effort in upcoming master planning and capital funding initiatives.

- Meter Change Out/AMR Install – work is progressing on the meter change-out and Automated Meter Reading installation project. The Water Board has contracted with Diversified Construction to perform the installations for Cycle 3, which includes approximately 1,100 meters. Contractors have been on site for about a week and a half and have nearly completed half of the scheduled replacements. The crew has been starting early each day to minimize disruption to staff and customers, with over 100 meters changed out in the first few days. At the current pace, the project is expected to be completed ahead of schedule.

At 8:08 a.m. Chair Richardson directed they go into executive session for the purpose of discussing real property transactions pursuant to ORS 192.660(2)(e) and potential litigation pursuant to ORS 192.660(2)(h).

There being no other business to come before the Board, Chair Richardson adjourned the meeting at 8:41 a.m.

Approved: \_\_\_\_\_, 2025

By: \_\_\_\_\_  
Bill Richardson, Chair

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