

PACIFIC CITY JWSA BOARD OF DIRECTORS
BUSINESS MEETING MINUTES

January 9, 2007

Chairman Kellow called the meeting to order at 4:30 pm, in the Authority's meeting room.

Directors present were George Baumgardner, Jack Brooks, and Doug Olson. Dick Carter was absent.

Guests present were Betty Robinson, Carolyn McVicker and Daryl Jimerson.

Staff Present: Tony Owen

MINUTES:

A. 12/5/06 Business Meeting Minutes.

Motion

Director Brooks moved to approve the 12/5/06 Business Meeting Minutes. Director Olson seconded, and the motion carried with four ayes.

B. 12/19/06 Master Plan Advisory Committee Minutes.

Motion

Director Olson noted a misspelling and an incomplete sentence. Director Brooks moved to approve 11/21/06 Master Plan Advisory Committee Meeting Minutes with corrections. Director Olson seconded, and the motion carried with four ayes.

FINANCIAL REPORT

A. Accounts Payable: 12/14, 12/27/06 and 1/14/07.

Motion

Director Brooks moved to approve the payables for 12/14, 12/27/06 and 1/14/07. The motion was seconded by Director Olson, and carried with four ayes.

B. Fiscal Year 2006-2007

As presented

MANAGER'S REPORT

Mr. Owen stated that in regards to the county wide power outage he wanted to commend his staff publicly on the wonderful job they performed. Mr. Owen continued that they responded quickly and reacted professionally. Mr. Owen said that there was a debriefing session afterwards and a number of items were identified that need to be incorporated for future emergency situations.

Mr. Owen said bids were submitted from Coastway Construction in the amount of \$5,500.00 and Oregon Underground in the amount of \$6745.00 to remove the temporary 10" waterline across the swamp. Mr. Owen recommended that the bid be awarded to Coastway Construction.

Motion

Director Brooks moved to authorize the Authority Manager to award a contract to Coastway Construction for the removal of approximately 1000 lineal feet of 10" waterline for the amount of \$5,500.00. The motion was seconded by Director Olson, and carried with four ayes.

Mr. Owen stated that the sewer lines on Solita Blvd. from Fisher to about 200' south had collapsed and had broken joints due to poor workmanship when the line was installed 20+ years ago. Mr. Owen continued that Big Rock Excavation is on site, capable of performing the work and submitted a bid of \$14,825.00. Mr. Owen recommended that bidding formalities be waved and exception be taken to the public contracting rules and the worked be awarded to Big Rock Excavation.

Motion

Director Brooks moved to authorize the Authority Manager to wave bidding formalities and take exception to public contracting rules and award a contract to Big Rock Excavation for replacement of the sewer line on Solita Blvd from Fisher to about 200' south in the amount of \$14,825.00. The motion was seconded by Director Olson, and carried with four ayes.

Mr. Owen said that in conjunction with the above item PCJWSA has 350' of 6" IPS glued waterline on Solita Blvd which needs replacing. Nestucca Ridge Development has offered to pay the labor if PCJWSA will pay the material cost to replace it with C900 and install an additional 150' of C900 through the new intersection of Fisher and Solita. Mr. Owen stated the lowest bid for materials was \$9,165.57 and engineering would add approximately another \$2,000.00.

Motion

Director Brooks moved to authorize the Authority Manager to proceed with the Solita waterline installation in which PCJWSA will pay for materials and engineering and Nestucca Ridge Development will provide labor and equipment. The motion was seconded by Director Baumgardner, and carried with four ayes.

UNFINISHED BUSINESS

A. Pacific Sunset Development

Mr. Owen said the performance bond agreement and conditions were in place effective 12/18/06 with all necessary documents sent to Tillamook County Community Development. The Pacific Sunset Development has been platted. Mr. Owen continued that PCJWSA was not opposed to the platting however PCJWSA cannot serve water and sewer and therefore availability letters will not be issued prohibiting the issuance of building permits. Mr. Owen reported that a fax was received from Mr. Rash, Solid Rock Inc. asking PCJWSA to issue availability letters once PCJWSA, Parametrix and DEQ have approved the final pump station components. Mr. Owen recommended no action until after discussions with Bill Campbell, DEQ, Parametrix and legal council.

NEW BUSINESS

A. Appoint Budget Officer

Motion

Director Baumgardner moved to appoint Tony Owen as Budget Officer for fiscal year 2007 – 2008. The motion was seconded by Director Olson, and carried with four ayes.

GUEST QUESTIONS AND COMMENTS

None

UNSCHEDULED

None

CHAIRMAN/DIRECTOR COMMENTS

Chairman Kellow adjourned the meeting at 4:54 pm.

The PCJWSA Board of Directors approved these minutes on February 6, 2007 by the following votes:

Aye _____ Nay _____ Abstain _____ Absent _____

ATTEST:

Doug Kellow, Chairman

Tony Owen, Authority Manager