

# MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL

**March 16, 2021**

The minutes of the proceedings of a regular meeting of the City Council of the City of Coos Bay, Coos County, Oregon, held at 7:00 pm in the Council Chambers, 500 Central Avenue, Coos Bay, Oregon.

## **Those Attending**

Those present were Mayor Joe Benetti and Councilors Drew Farmer, Stephanie Kilmer, Phil Marler, Carmen Matthews, and Rob Miles. Councilor Lucinda DiNovo was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Nichole Rutherford, Deputy Finance Director Melissa Olson, Public Works and Community Development Director Jim Hossley, Fire Battalion Chief Jeff Adkins, and Deputy Police Chief Chris Chapanar. City staff attending remotely by teleconference was Library Director Sami Pierson.

## **Flag Salute**

Mayor Benetti opened the meeting and led the council and assembly in the salute to the flag.

## **Public Comments**

John Chambers, Coos Bay stated the main access to the Chambers Plumbing building would be blocked by the proposed homeless urban campground location, would make it difficult to sell, and believed it would be detrimental to the area. City Manager Rodger Craddock stated the proposed location would not encroach on the building access, would be enclosed, individuals would have to apply, limited space available, and would be supervised.

## **Public Comment Form**

No public comment forms were received.

## **Consent Calendar**

Mayor Benetti reviewed the consent calendar which consisted of:

- 3a: Approval of March 2, 2021 Minutes
- 3b: Approval of March 6, 2021 Minutes
- 3c: Acceptance of February 2021 Check Registers
- 3d: Acceptance of February 2021 Financial Reports

Councilor Marler moved to approve the consent calendar as presented. Councilor Farmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Matthews, Miles. Absent: DiNovo.

### **Consideration of Approval Intergovernmental Agreement Plan for Distribution of Community Service Fee**

City Manager Rodger Craddock stated on February 18, 2020, city council adopted Resolution 20-04 approving the Bay Area Enterprise Zone (Enterprise Zone) agreement with Jordan Cove Energy Partnership L.P. (JCEP) and authorized the mayor to sign the related agreement. A component of the agreement was the community service fee in lieu of taxes, the distribution of the fee was not included in the agreements. The Community Enhancement Plan (CEP) Workgroup negotiated Intergovernmental Agreement Plan for Distribution of Community Service Fees which would be paid by Jordan Cove Energy Partnership LP should the project materialize. Approval of the agreement provides a framework for how to best use the potential revenues to benefit the community if the project ever materialized.

Councilor Kilmer moved to adopt Resolution 21-06 approving the Intergovernmental Agreement Plan for Distribution of Community Service Fees and authorize the Mayor to sign the related agreement. Councilor Farmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Matthews, Miles. Absent: DiNovo.

### **Consideration of Award of Spring/Summer 2021 Asphalt Projects Contract**

Public Works and Community Development Director Jim Hossley proved maps showing the street rehabilitation projects for Spring/Summer 2021 which focused in the Eastside and Empire areas and identified potholes to be repaired throughout the city. City staff would prepare the potholes (grind) and the contractor would inlay asphalt and compact. The city recently advertised the 2021 Spring/Summer Asphalt Projects and received two bids: Johnson Rock Products and Knife River Materials. The successful bidder was Knife River Materials in the amount of \$728,900 to do the rehabilitation work and pothole patching. Staff recommended a 15% contingency, \$109,335, bringing the total requested authorized project cost to \$838,235. Funds for this project would come from the Transportation Utility Fee and the 2% franchise fee. Staff budgeted \$1,158,000 for this project and recommended the savings be rolled into the fall 2021 street repair projects.

Councilor Farmer moved to award the Spring/Summer 2021 asphalt projects contract to the Knife River Materials in the amount of \$728,900, plus authorize a 15% contingency for a total expenditure not to exceed \$838,235. Councilor Marler seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Miles. Absent: DiNovo.

### **Consideration of Approval of Integrator of Record for Wastewater Supervisory Control and Data Acquisition (SCADA) System**

Public Works and Community Development Director Jim Hossley stated with the advanced technology of pump stations and treatment plants interconnectivity was crucial for working in a productive manner. For this to be accomplished, control systems associated with the plants and pump stations should be integrated. In order to do this, integration engineers combine hardware and software from multiple suppliers into a single interface. The integrator that does this work, if done correctly, takes care of putting in place the important measures that would help the City reduce overall costs, improve quality and reliability of the wastewater asset, increase productivity, allow for in-depth oversight and reporting, and keep the City up-to-date with technology and hardware trends. Approximately six years ago the City advertised a Request for Qualifications (RFQ) for an Integrator of Record (IOR). At that time, the City

was undertaking the design and construction of a new treatment plant (Plant 2) along with several pumps station upgrades. The City awarded the IOR contract to Jacobs Engineering. For the last six years Jacobs has successfully provided IOR services to the City and has created consistency in the City's integration projects. Due to the expiration of the IOR contract, the City advertised a RFQ at the end of February, the advertisement period closed on March 9, 2021, and the City received two Statement of Qualifications (SOQ); one from Jacobs and one from Verus. Both SOQs and evaluation criteria were provided to Council. The new contract with the successful proposer would be for another five-year period with the option to extend an additional year (maximum duration of six years). As integration projects occur as needed, a task order would be created and executed under the new/original contract. No single job can exceed \$100,000; if it does, the city would have to go out for request for proposals or bids. Staff recommended Jacobs, as they have been performing this service successfully for the city, and Verus did not follow the direction in the RFQ exactly nor do they have experience in Oregon or with the city's system.

Councilor Kilmer moved to award the Integrator of Record contract to consultant recommended by staff, Jacobs Engineering. Councilor Miles seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Matthews, Miles. Absent: DiNovo.

### **Consideration of Approval of the Construction Contract for the Seabreeze & Lake Court Storm Sewer Replacement**

Public Works and Community Development Director Jim Hossley stated City staff had been monitoring the storm drain and road conditions along Tideview/Seabreeze Terrace and Lake Court for several years. Based on the inspections performed last year, the storm drain pipe was determined to be in poor condition and had caused significant deficiencies along the road surface. If this project was not constructed, there was a potential for significant adverse impacts (e.g., further road damage, damage to existing and adjacent infrastructure, etc.), and as a result, it was deemed an "emergency" project. Due to the fact this project had challenges such as depth, conflicts with other utilities, groundwater/underground springs, etc., it was decided that detailed engineering plans were necessary. The city contracted with The Dyer Partnership under their miscellaneous engineering services contract to perform this work. Plans and specifications were prepared, but due to budgetary constraints the project was divided into two plan sets; Tideview Terrace and Seabreeze Terrace/Lake Court. Tideview Terrace was constructed summer 2020 and at the time it was not known if funds would be remaining in Fund 29, emergency budget line item 29-810-530-3010 due to unforeseen failures. Staff advertised bids for the second phase of this project at Seabreeze Terrace and Lake Court, bids for construction were opened on February 25, 2021, and five bids were received: Laskey Clifton Corporation for \$321,530.25, Billeter Marine for \$396,558, Jessie Rodriguez Construction for \$333,095, Johnson Rock Products for \$374,849, and K&E Excavating Inc for \$264,965. The engineer's estimate was \$415,000; bid tabulation, engineer's recommendation, and the engineer's explanation for the discrepancy between the responsive bid and the engineer's estimate were provided to Council.

Councilor Marler moved to award the Seabreeze Terrace and Lake Court Storm Drain Replacement Project to K&E Excavating Inc for \$264,965 plus authorize a 15% contingency for a total amount not to exceed \$304,710. Councilor Kilmer seconded the motion which carried. Ayes: Benetti, Farmer, Kilmer, Marler, Matthews, Miles. Absent: DiNovo.

## **City Manager's Report**

City Manager Rodger Craddock stated the city swore in Police Officer Jarod Bohannon on March 15, 2021 and Deputy Police Chief Chris Chapanar provided background on Officer Bohannon, as well as updated Council on the hiring process in the Police Department. City was working on process of transfer for operation of the wastewater system and was advertising for the top seven positions. The Nancy Devereaux Center was approved for operational funding and purchase of shelters for the proposed Urban Campground, with city cost for infrastructure was estimated at \$40,000.

## **Council Comments**

Councilor Miles stated there was a vaccination clinic scheduled for March 18, 2021 at the Boys and Girl's Club and asked if the Mingus Park project was on schedule. Mr. Craddock stated the project would be delayed as the grant acceptance process was delayed. Councilor Kilmer stated the application process for the Coos Bay Farmer's Market was open, with the Market scheduled to open May 5, 2021 for a full season with a restricted number of vendors. Also stated Coos Health and Wellness said to sign-up for the vaccination clinics anywhere that is taking sign-ups such as local pharmacies. Councilor Marler encouraged everyone to take advantage of the vaccination clinic and sign up to get our numbers down. Councilor Matthews encouraged everyone to sign up for vaccination everywhere available, find an advocate if necessary, and try to get the numbers down to get out of extreme risk. Councilor Farmer stated he was making progress on letter to the state regarding mental health. Mayor Benetti encouraged everyone to get vaccinated and stated we were in one of the two high risk counties in the state.

## **Adjourn**

There being no further business to come before the Council, Mayor Benetti adjourned the meeting. The next regular council meeting was scheduled for April 6, 2021. These minutes were approved as presented by City Council on April 6, 2021.



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Joe Benetti, Mayor

Attest: Nichole Rutherford  
Nichole Rutherford, City Recorder