

**PACIFIC CITY JOINT WATER AND SANITARY AUTHORITY  
BOARD OF DIRECTORS BUSINESS MEETING  
AGENDA**

February 4, 2020, 5:00 PM  
Authority Office – 34005 Cape Kiwanda Drive  
Pacific City, Oregon

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
  - a. January 7, 2020
- IV. Approval of Agenda
- V. Financial Report
  - a. Accounts Payable – 1/7, 1/15, & 1/31 2020
  - b. Fiscal Year 19/20
- VI. Manager’s Report
- VII Unfinished Business
  - a. WWTP Improvement
  - b. Website Update
- VIII. New Business

1. Beach Bridge Apartments (Action Item)

PCJWSA had Parametrix review the capacity of the water and sewer system to determine if the Authority could serve a proposed residential development identified as the Beach Bridge Apartments to be located at Pacific Avenue and Sunset Drive. Staff also verified lift station pumping capacity in the field. Based on demand projections provided by the applicant’s engineer, it was determined PCJWSA has sufficient capacity in its water and sewer system to serve the project.

Suggested motion “... to authorize a letter of commitment to provide water and sewer services for this project as presented.”

2. Water Main Replacement Project (Action Item)

There have been six water main breaks within the last year on a small (2”) water main that runs along the East side of Brooten Road from 6<sup>th</sup> Street to Stephen Avenue and up Stephen Avenue an additional 165’. It will be cost effective to

replace this water main rather than continue to fix it on a regular basis. Bulls Eye Directional Boring, Inc. has provided an estimate to install a new water main implementing boring technology at a cost of roughly \$27 per linear foot. Staff will be re-connecting the water services in-house to keep the costs down.

Suggested motion "... to approve hiring Bulls Eye Directional Boring, Inc. to install roughly 980' of water main in Brooten Road and Stephen Avenue as presented."

3. Generator Maintenance Agreement (Informational Item)

Service is due on all generators the Authority relies on to back up our system in the event of a power outage. Two quotes were obtained to load test and provide service on generators serving our Wastewater Treatment Plant, Lift Stations, Water Treatment Plant and Pump Stations. Costs were similar for both, and staff plans to use Cummins Inc. for this years' service.

4. Board – Authority Manager Workshop (Informational Item)

A Workshop was held on January 21, 2020 at the Authority Office to clarify and develop the relationship between the Board and the new Authority Manager. Rob Mills, from the Special Districts Association of Oregon facilitated the Workshop.

IX. Guest Questions and Comments

X. Chair/Director Comments

XI. Adjournment