



**MINUTES**  
**City Council Work Session**  
November 28, 2023  
Coburg City Hall  
91136 N Willamette Street

**MEMBERS PRESENT:** Nancy Bell; Mayor, John Fox, Alan Wells, Cathy Engebretson, Claire Smith, John Lehmann

**MEMBERS ABSENT:** Kyle Blain

**STAFF PRESENT:** Adam Hanks; City Administrator, Sammy Egbert; City Recorder, Brian Harmon; Public Works Director

**RECORDED BY:** Trenay Ryan; Lane Council of Governments (LCOG)

**CALL TO ORDER**

Mayor, Nancy Bell called the meeting to order at 6:00pm.

**PLEDGE OF ALLEGIANCE**

Mayor Bell led the Pledge.

**ROLL CALL**

City Recorder, Sammy Egbert called roll. A quorum was present.

**WORK SESSION DISCUSSION**

**a. Water System Update**

Adam Hanks and Brian Harmon presented an informal and summarized version of the Water Master Plan. The first municipal well was constructed in 1940. In 1977 a second well and reservoir was added, then in 2016 a new 20-year Water Master Plan was implemented. In addition to major improvements of the pump station and reservoir, a variety of pipe sizes and their materials were replaced. When the second well was constructed, a handshake and verbal agreement had been made with the property owner to grant an easement in perpetuity for unlimited water use. The Covid pandemic led to nationwide price increases in nearly everything. A rise in construction costs meant reconfiguring data in the Master Plan.

### An Overview Summary:

- The 2016 Master Plan had initially called for a third well and reservoir. It was determined not to be a functional site for a reservoir.
- The Stallings property was then purchased for the placement of Well-3 and a reservoir and it has been drilled. The flow is not as much as what was anticipated, however they were able to, with some added costs of testing and redevelopment, improve upon it. Part of the process is to complete Well-3, the other part of that is in treating the water. The goal is to bring a transmission line into town, construct a Well House, run power to it and get it skated to the site and then to have the water line directly hooked up/connected online to the system near the Fire Station.
- Many different options were explored with the well driller and the engineer. The well driller offered a discounted agreement for the added hours to redevelop the Well-3 plan and has been a good asset in troubleshooting and in coordinating the efforts. If ever needed, the Stallings property has room to accommodate a fourth well and reservoir.
- The transmission/distribution lines have been replaced for North & South Coleman, East McKenzie, Van Duyn, I-5 Bore and Thomas and Harrison/Macy/North Williams Streets.

### Time to Review and Reassess:

1. Prioritize the Capital Improvement Projects on the water side, versus the amount of money left. Complete Well-3 for final Production Data. Final Water Quality and Flow Results are expected in January of 2024.
2. Conduct a Supply/Capacity System Modeling
3. (Re)Prioritize Water System Projects in CIP
4. Complete Financing Disbursements and prepare a Summary Report for Council to review.
5. Completion of the Water Management & Conservation Plan

### In the Meantime:

1. Protect the City of Coburg's Water Rights by showing beneficial use of those water rights, which will ensure those rights are retained.
2. An updated Water Conservation Plan will allow for some grant funding to be available to the City of Coburg.
3. Discuss possible outcomes, alternatives and reprioritizing.
4. Narrow-down the planning process and get a better sense of what is the smartest utilization of the remaining current funds.
5. There is a shortage of public sector contractors, which may cause construction delays.

### The Next Steps:

- Replacement lines for Dixon, Industrial and North Loop and Premier RV will be brought online for water.
- Implement System Review
- Supply/Capacity Modeling Contract. Final Report expected - April of 2024
- Prepare CIP Update for Council Review at the February 2024 Council Retreat. Council Decision scheduled on the 3/12/2024 Council Agenda
- Present Updated Water Financing (Loan) Status, scheduled on the 3/12/2024 Council Agenda

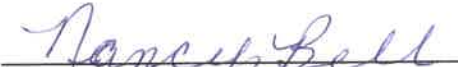
The City of Coburg will host an OPEN HOUSE on Tuesday December 5, 2023 at 6:00 p.m. Residents of Pioneer Valley Estates are invited to attend and encouraged to share their concerns on the neighborhood's aging water distribution pump.

For those unable to attend the Open House, a ZOOM Virtual Session is scheduled on Thursday December 7, 2023 at 5:30 a.m.

**ADJOURNMENT**

Having nothing further to discuss, Mayor Bell adjourned the City Council Work Session at 7:31 p.m.

**APPROVED** by the City Council of the City of Coburg on this 9th day of January, 2024.

  
Nancy Bell, Mayor of Coburg

**ATTEST:**   
Sammy L. Egbert, City Recorder