

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
January 19, 2016**

Board members present: Jeff Hargens, Robert Gaughan, Jack Garrison, Robert Churnside, Kevin Wilhelm.

Staff present: James Jans, Shanti Burns.

Audience members present: Brian Lee, David Jacob, Malcolm Freund, Robert Colclessor, Marianne Pietras, Daun Gillette, Sean Palmer, Alan Abramson, Reginald Wardle, Katie Wardle, Mark Yinger.

Chairman **Jeff Hargens** called the meeting to order at 6:35 p.m.

APPROVAL OF THE AGENDA

Jack Garrison made a motion to approve the agenda, **Robert Gaughan** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Jeff Hargens would like the line stating he will excavate the filter pond 1b project stricken from the minutes, and replaced with “Jeff Hargens will provide the equipment for the filter pond 1b excavation work in order to assist the District”. **Robert Gaughan** made a motion to approve the minutes of December 15, 2015 as modified, **Robert Churnside** seconded, passed unanimously.

LEAK ADJUSTMENTS

4240-01: This customer unknowingly bought a home with leaking waterlines. Their bill was high since they moved into the home so they assumed it was their normal water use. They later found a leak and are requesting an adjustment to their account. **Jeff Hargens** would like to review this account during the May 2016 board meeting in order to determine the average use.

4675-00: This is the second leak adjustment the customer has requested. **Jeff Hargens** informed the customer that this will be the last leak adjustment they are eligible to receive until a complete waterline replacement has been done, per policy. **Jack Garrison** suggested that the customer installs a pressure reducing valve (PRV) when they install the required backflow assembly. **Jeff Hargens** made a motion to adjust the November/December 2015 billing cycle to the six month average prior to the leak, 33 units, **Kevin Wilhelm** seconded, passed unanimously.

4810-00: This customer had a leak when they were out of town, and states the leak occurred shortly after the Corbett Water District repaired a mainline. After discussion, it was determined that the waterline break was not caused by Corbett Water District. **Jack Garrison** suggested that the customer installs a pressure reducing valve (PRV) when they install the required backflow assembly. **Jeff Hargens** made a motion to adjust the September/October 2015 billing cycle to the six month average prior to the leak, 25 units, **Robert Churnside** seconded, passed unanimously.

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LEAK ADJUSTMENTS (Cont.)

6722-01: This customer's case was viewed as a hardship due to the large amount of water caused by the leak. It was noted that the leak was repaired promptly. **Jack Garrison** made a motion to adjust the September/October 2015 billing cycle to the six month average prior to the leak, 19 units, **Robert Gaughan** seconded, passed unanimously.

6820-00: This customer's case was viewed as a hardship due to the circumstances of being hospitalized when the leak occurred and the large amount of water caused by the leak. **Jeff Hargens** made a motion to adjust the November/December 2015 billing cycle to the six month average prior to the leak, 6 units, **Kevin Wilhelm** seconded, passed unanimously.

APPOINT BUDGET OFFICER

Jeff Hargens made a motion to appoint James Jans as the budget officer, **Robert Gaughan** seconded, passed unanimously.

APPOINT BUDGET COMMITTEE MEMBERS

Jeff Hargens made a motion to approve the list of 2016-2017 budget committee volunteers as presented, **Jack Garrison** seconded, passed unanimously.

MARK YINGER

Geologist **Mark Yinger** distributed a packet with suggested well locations. He said the best option for the District may be at Reservoir 4 on Larch Mountain Road. **Jeff Hargens** would like Mark Yinger to research the possibility of a well on Deverell Road, since a customer offered the District land with 3 phase power. **Mark Yinger** said the location appears to be on the Columbia River basin, but will do further research. **David Jacob** informed the Board that there will need to be a chlorination building at the well site.

PACE ENGINEERS

No comments were made.

MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Robert Gaughan** made a motion to approve the financial reports as presented, **Kevin Wilhelm** seconded, passed unanimously.

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MONTHLY REPORTS (Cont.)

Manager's Report: District Manager **James Jans** read as follows:

Distribution: We have continued working on general maintenance at our PRV stations on Ross Mountain, Larch Mountain, and Corbett Hill. No damage reported from last month's storms. Jeff and Steve are studying for their treatment and distribution water certification tests. After installation of the thrust block, we will be installing a new 5 ¼" fire hydrant across from the Corbett School. The old 4 ¼" fire hydrant that is currently there will be relocated to the lower section of Knieriem Road.

Treatment Plant: Routine maintenance is still taking place during the bad weather, such as replacing chlorine tubing and calibrating the CL-17 units. The new turbidity 1720 E unit has been installed for filter pond 1b. Along with painting the cabinets and house keeping, the treatment plant is shaping up.

Hydro: We have built up a credit of 5,786 kW hours, down a bit due to the power outages and high turbidity events during the past month.

South Fork: Now online.

North Fork: Off for the season.

Office: Bluefin collected \$1,130.99 for December, totaling \$16,292.04 year to date. The credit card sales for December were \$3,473.33, totaling \$44,514.27 year to date. The water bills produced \$83,981.73 in water sales, \$26,522.64 for base rate, and \$9,432.28 for the Filter Pond 1b surcharge.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

No comments were made.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

No comments were made.

Jeff Hargens made a motion to adjourn the meeting, **Robert Gaughan** seconded, passed unanimously. Meeting adjourned at 8:05 p.m.