

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
January 20, 2009**

Board members present: Jeff Hargens, Victor Schmidt, Sonny Boyd, Robert Gaughan.

Staff present: James Jans, Shanti Kraai.

Audience members present: Jason Green, Dave Mysinger, Robert Colclessor, Gordon Fulks, Robert Bushnell, Ron Johnston, Sue Johnston, Brian Lee, John Cook, Jimmy Terry, Tammy Rogers, Ryan Carnathan.

Chairman **Jeff Hargens** called the meeting to order at 7:00pm.

Jeff Hargens announced that Marion Kirkham has issued a letter of resignation. He would like to thank Marion Kirkham for his time served as a member of the board. An ad will be placed announcing the temporary vacancy for this position. Interviews will be held at the next regular board meeting.

APPROVAL OF THE AGENDA

Victor Schmidt would like a discussion regarding the reservoir 4 easement to be added as item 12a. **James Jans** would like the budget committee appointment to be added as item 7a. **Robert Gaughan** made a motion to approve the agenda as modified, **Sonny Boyd** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Sonny Boyd would like Jason Green's email address to be added in the discussion of the OAWU consultant. **Robert Gaughan** made a motion to approve the minutes of December 16, 2008 as modified, **Jeff Hargens** seconded, **Victor Schmidt** abstained, motion passed.

LEAK ADJUSTMENTS

8-4830-00: This customer installed a new water main for irrigation purposes. They had presumed the water bill per billing cycle would average \$2,500, however, when the bill was received the total amount owed was \$5,746.05. They cannot check for a leak at this moment since they have to turn the irrigation system back on in order to do so. **Victor Schmidt** made a motion to let the customer pay what was anticipated, \$2,500, for the July/August billing cycle until next August when the irrigation system is turned back on, at which time they will meet with the District Manager to determine if a leak is present in the water line. If a leak is present, an adjustment may be issued for the July/August billing cycle, however, if a leak is not present, the total bill will need to be paid at that time, **Robert Gaughan** seconded the motion, passed unanimously.

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BADGER METER DEMONSTRATION

John Cook with General Pacific introduced himself and gave some background information. He stated that General Pacific has been the local distributor for Badger Meters since 1965. He then introduced Jimmy Terry, the Badger Meter representative. **Jimmy Terry** states Badger Meters provide tamper and leak detection as well as serial numbers so the transmittal cannot get mixed with the neighboring meter. The transmitters are adjustable to provide the most productive installation. The meters keep over 2 years of 1 minute interval data which can convert into a graph to show water usage. He states the meters are waterproof with a 20 year battery life. Badger transmitters can also be connected to Sensus and Neptune encoders. A packet with prices and more information was distributed to the members of the board.

OAWU CONSULTANT

Jason Green from Oregon Association of Water Utilities will begin a consultant review on January 21st, 2009. He will be observing the way the meeting is run and encourages the members of the board to meet with him if they have any issues they would like to discuss. He will be conducting a review of the technical, financial and managerial aspects of the water system.

BUDGET COMMITTEE

Robert Gaughan made a motion to appoint James Jans as the budget officer, **Victor Schmidt** seconded, passed unanimously. **Jeff Hargens** states that since most of the budget committee members are not present at the current meeting, the appointments of the budget committee members will be conducted at the next board meeting, held on February 17th, 2009.

SENSUS METER DEMONSTRATION

Ryan Carnathan states that he is the AMR specialist for Sensus Meters. He states that Sensus meters provide leak and data reports at 1 hour intervals for 45 days of history. He says the AR5000 hand held gun is waterproof and can integrate with almost all utility programs, including the current utility program used by the district, Continental Utility Solutions, Inc. He states that Sensus scans all available channels to pick up the clearest one, providing accurate reads when using a radio read system. Sensus meters have a uniquely designed screw for tamper resistance. They provide a 20 year battery life and a 10 year warranty regardless of how the meter was damaged.

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FEE COMMITTEE

The new fee recommendations were read and discussed with the members of the board. A revised copy will be presented at the next board meeting, upon which time it will be sent to legal counsel for review.

PACE ENGINEERS: GENERAL SERVICES AGREEMENT RENEWAL

Brian Lee states that other than the pricing increase, the general services agreement contract is identical to the one currently in effect. **Jeff Hargens** would like Shanti Kraai to review the new contract to make sure nothing has changed other than pricing prior to him signing it. **Victor Schmidt** made a motion to have the chairman of the board, Jeff Hargens, sign the new general services agreement contract after careful review to verify the new contract is the same expect for pricing, and to reserve the right to send to an attorney if needed, **Robert Gaughan** seconded, passed unanimously.

OVERTIME POLICY

A copy of the proposed emergency page overtime policy was presented to the members of the board. It was discussed changing the employee's hours to cover weekends in order to reduce overtime pay. **Jeff Hargens** states that the district manager should have a list of work to be performed on unsupervised days. He would like line 1 of the policy to simply read "If numerous calls are made in a three hour window, they should receive only the three hour overtime pay, instead of three hours per call." **Sonny Boyd** made a motion to adopt the emergency page overtime policy as modified and to give James Jans the authority to handle the workers overtime hours as he sees fit, **Victor Schmidt** seconded, passed unanimously.

PROJECTS FOR 2009

James Jans states that using thicker PVC (C900) would save the district around \$50,000 on the Wand and Hurt Road projects, as opposed to using ductile iron. He states that it is quicker to install and would not need the use of a backhoe. **James Jans** states that we currently have 2,900 feet of ductile iron for the upcoming projects. He is planning to begin the Wand and Hurt Road projects in the spring or summer of 2009. **Jeff Hargens** states that C900 creates potential problems, installation will have to be done carefully to avoid cracks. **James Jans** states that when the projects are complete, the lines will have the same pressure but will allow larger volumes of water of flow through. **Jason Green** states that most districts use C900 as opposed to ductile iron. **James Jans** said that he has met with an engineer, Charlie Warren, who will be able to work for a lower rate than Pace Engineers. Charlie Warren would like to be able to work with Pace Engineers and call them if he has any questions while working on a project.

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RESERVOIR #4: EASEMENT

James Jans states that the trench along the driveway to reservoir #4 has settled over time and needs some repairs. **Victor Schmidt** states that during the last snow storm the driveway was inaccessible and had to be snow plowed. He states that since this is a shared right of way, he is suggesting the board reimburse half the cost of the snow removal. He left the room during the discussion following due to a conflict of interest. **James Jans** states that our dump truck was stuck past the treatment plant at the time so we were not able to remove the snow ourselves. **Jeff Hargens** states that it is our responsibility as co-owner of the driveway to fix the trench, however we should only remove snow at the time we need to access the reservoir. **Sonny Boyd** made a motion to pay half of the bill for the snow removal, however, from now on we will only make the driveway accessible by removing snow when we need access to the reservoir, **Robert Gaughan** seconded, passed unanimously.

MONTHLY REPORTS

Secretary/Treasurer Financial Report: Copies of the check, money market, CDARS, LGIP, PERS, and budget summaries were distributed to the members of the board. **Sonny Boyd** made a motion to accept the financial reports as presented, **Robert Gaughan** seconded, passed unanimously.

Managers Report: See attached.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Robert Bushnell stated he has already received a leak adjustment when a break occurred in the water line on his side of the meter. He states that the water line was broken at the point of connection to the meter and feels the work crew was too hard on the meter when repairs were previously made, which caused the break. He would like the cost of repairs made to the water line reimbursed as well as adjusting the units for the billing cycle down to his average prior to the leak. The board informed him to speak with the district clerk regarding this issue and it will be presented at the next regular board meeting.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

No comments were made.

ADJOURNMENT OF THE MEETING

Sonny Boyd made a motion to adjourn the meeting, **Robert Gaughan** seconded, passed unanimously. Meeting adjourned at 11:18pm.