

**CORBETT WATER DISTRICT  
REGULAR MEETING OF THE BOARD  
Written Summary  
February 15, 2011**

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**Board members present:** Robert Gaughan, Sonny Boyd, Victor Schmidt, Robert Churnside, Jeff Hargens (arrived at 6:50 p.m.)

**Staff present:** James Jans, Shanti Kraai (arrived at 7 p.m.)

**Audience members present:** Brain Lee, Dave Mysinger, Barbara Adams, Kevin Wilhelm, Dale Anderson, Robert Colclessor, Malcolm Freund.

Vice chairman **Robert Gaughan** called the meeting to order at 6:35 p.m.

**APPROVAL OF THE AGENDA**

**Sonny Boyd** made a motion to approve the agenda as written, **Robert Churnside** seconded, passed unanimously.

**APPROVAL OF THE MINUTES**

**Sonny Boyd** made a motion to approve the minutes of January 18, 2011 as presented, **Victor Schmidt** seconded, passed unanimously.

**APPOINT BUDGET COMMITTEE**

Two budget committee member terms ended this year. Dale Anderson and Kevin Wilhelm have volunteered to take over these positions. Kevin Wilhelm owns Twinco Cutting and Coring and has lived in the Corbett area for thirteen years. Dale Anderson has worked in the water industry for numerous years and is retired from the City of Gresham. **Victor Schmidt** made a motion to appoint Kevin Wilhelm and Dale Anderson as budget committee members, **Sonny Boyd** seconded, passed unanimously.

**ADOPT BUDGET CALENDAR**

**Sonny Boyd** made a motion to adopt the budget calendar, **Robert Churnside** seconded, passed unanimously. **Kevin Wilhelm** states he may not be able to attend the first budget committee meeting, held on March 15, 2011. **James Jans** states he will supply Kevin Wilhelm with all the budget documents and make sure he receives the draft minutes of the meeting after they have been prepared.

**PACE ENGINEERS: RESERVOIR 2 CHANGE ORDER**

**Brian Lee** from Pace Engineers states there has been a change order for the Reservoir 2 engineering fees. He states that the change order is for the extra time spent due to tar discovered at the bottom of the Reservoir, as well as time spent dealing with difficult contractors. He states

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**PACE ENGINEERS: RESERVOIR 2 CHANGE ORDER - (Cont.)**

that the final price of the engineering was very close to the original fees proposed. The change order was for \$2,248, the original engineering fee was \$22,023, totaling \$24,271 charged for engineering services. The project construction cost \$100,590, making the engineering fee at 24.13%. He states that there were six site visits associated with the project: Pre-construction meeting, site visit with the paint representative and contractor, meeting with the contractor to discuss the removal of the tar, reviewing the interior concrete coating and steel sandblasting, meeting with the piping contractor to verify the final punch list, and reviewing the exterior coating. He states that the work he has done was beyond the normal scope of requirements for this kind of project. He says he works 32 hours per week at his job, so he only charged the District for 32 hours of work when at times he spent almost 40 hours per week on this project and never charged the District for the additional time. He states he also removed the fee for the pipe location error that had occurred. **James Jans** states that the discrepancy of the pipe locations were not the District's fault, and were in fact caused by Pace Engineers due to the drawing errors, and he is not satisfied paying for the extra fees charged by the contractor. He does feel overall that Pace Engineers did a satisfactory job with the work performed. **Sonny Boyd** made a motion to approve the change order for Pace Engineering, **Robert Gaughan** seconded, passed unanimously.

**SDAO: RESERVOIR 1 DEMOLITION GRANT**

**James Jans** states that the District has received a safety and security grant in the amount of \$2,200 in order to remove the abandoned Reservoir on Larch Mountain Road, Reservoir 1. **Victor Schmidt** states that the District had already determined that there was no longer any use for the reservoir, after which the owner's of the property next to the reservoir proposed a property trade. **James Jans** states that if the abandoned reservoir is removed, the Scenic Gorge Commission will allow another reservoir to be rebuilt in order to provide better fire protection as long as the new reservoir does not exceed the height of the existing one. He says that the District should have twice the amount of the average water consumption saved in storage in case of an emergency. Reservoir 1 is no longer salvageable, and he recommends tearing it down while we have the grant to pay for half the cost and eventually consider rebuilding a new reservoir in its place. He states there is currently a liability due to the abandoned reservoir. **Jeff Hargens** states that the community is not growing at a rapid rate and the need for extra storage is not as much of a priority as the filter ponds. **James Jans** states that there is as much a liability without water in the reservoir as with water as someone can fall in. **Gordon Fulks** states that the fire district pulls their own water and is not dependent on the Districts water system. **James Jans** states that there is no fence around Reservoir 1 or 4. **Jeff Hargens** states that it is a priority to install a fence around these reservoirs. **James Jans** states that the District should tear down the abandoned reservoir prior to installing a fence. **Jeff Hargens** would like a fence to be installed around Reservoir 4 and remove Reservoir 1. He would like the District Manager to check with the Scenic Gorge Commission to see if it is feasible to build a new reservoir in replace of the abandoned one, if it was to be torn down. He would like the response from the Scenic Gorge Commission to be in writing. **James Jans** states that the work needs to be awarded by June 1,

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**SDAO: RESERVOIR 1 DEMOLITION GRANT - (Cont.)**

2011 in order to retain the grant money. **Victor Schmidt** states that he would like to discuss a property trade unless the District plans on rebuilding a reservoir in place of the abandoned one. He announced that he has a conflict of interest in the property trade, therefore if a vote was to be taken he would not be able to participate. **James Jans** says the District should consider a well in case something was to happen to the treatment plant. **Gordon Fulks** asked if fencing the Reservoir would limit the liability of the District. **James Jans** states that according to the Special Districts Association of Oregon, fencing the property would strictly be for security for the health department, but does not remove any liability from the District. **Jeff Hargens** made a motion to have the District Manager start the paperwork to install a fence around Reservoir 4 and to review the consequences with the Scenic Gorge Commission for the demolition of Reservoir 1 and find out if the demolition will effect rebuilding a new Reservoir, **Robert Gaughan** seconded, passed unanimously. **Robert Gaughan** states that Lloyd Kirby informed a resident of the community that a piece of property the District thought they owned was actually owned by the resident. He would like the District staff to review this, and if the District does own the property he states it would be a good idea to either sell it or put up a sign stating the property is owned by Corbett Water District.

**MONTHLY REPORTS**

**Secretary/Treasurer Financial Reports:** **Sonny Boyd** inquired as to why the credit card had a larger amount than prior months. **James Jans** replied it is due to the District now paying the phone bill with the credit card since we receive cash back rewards. To date, the District has received \$56 in cash back rewards. When the balance of the cash back rewards reaches \$100, the District will request a check to be issued. **Victor Schmidt** made a motion to approve the financial reports as presented, **Robert Gaughan** seconded, passed unanimously.

**Managers Report:**

*Distribution System:* We have abandoned the old 2” steel line on Rickert Road, in doing so removed over 3,065 of old water pipe from our system. We will have to replace the Wilkins PRV with a Cal-Val PRV, utilizing a pressure sustaining feature in order to maintain pressure on the upper section of O’Regan Road. Our new 6” main across Rickert Road goes under a spring line, then over a second spring line, then turns towards the east and ties in to the existing 4” PVC main. The Phone Company had installed conduits for future phone and fiber optics alongside our 6” main. We have replaced 49 TouchRead meters in the system this month, which brings the total to just over 679 meters that have been switched to the TouchRead conversion this fiscal year. Next week we will be reading the water meters for the January and February consumption. We applied for and received the SDAO Safety & Security Matching Grant, out of 127 applications, in the amount of \$2,200 for the demolition of Reservoir 1.

*Treatment plant:* We have had a second turbidity event during the latest large rain storm this winter so we shut down the plant during the high flows and turned the plant back on after the turbidity levels dropped to a safe level. South Fork suffered some storm damaged when the intake screen was hit by the fast moving logs and some debris plugged the structure, our crew has now cleaned and removed the debris. The Farmers Conservation Alliance is requiring a letter

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**MONTHLY REPORTS - (cont.)**

from the District asking for a letter of support so they may continue filing for the grant for the intake screens for North and South Forks, which could be eligible for some grant money. This type of intake would eliminate the problems that the District has had in the past at North Fork. *Hydro*: We had some minor discrepancies on last month's application, but Jed from the Energy Trust of Oregon will be reviewing the application before we resubmit it again this Friday. The fees from the design and FERC permit are eligible for a 50% reimbursement from the Energy Trust of Oregon \$40,000 grant.

**PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA**

**Barbara Adams** said that one of the utility workers was in front of her residence working on a meter with his arm submerged in water and when she spoke with him he was very pleasant and did not mind doing the work at all. **Shanti Kraai** states that the utility workers have always taken tasks given to them by the office staff with no problems and are always very happy to help in any way they can. **Malcolm Freund** questioned why his bill showed a previous balance. **Shanti Kraai** informed him that his meter had been changed to a touch read meter, and the previous balance was just the use from the old meter. She states that there is no way to show the meter change on the postcard bills, however the office staff is always willing to explain this to customers and there is only a small amount of meters that still have to be converted to the touch read system. **Gordon Fulks** inquired as to the customer who illegally removed his backflow. **Jeff Hargens** states that the residence is less than 30 feet in elevation and the customer filled out the cross connection survey incorrectly and must resubmit a corrected one. **James Jans** states that the customer may still need to have the backflow assembly reinstalled and the District may have to perform the required tests if the residence does not have any of the items that would require the responsibility of the test to be the home owners. He states that either way the District will need to receive the backflow assembly that was removed since they are expensive and it was the property of the District. The backflow assembly may be installed at another residence if it is no longer required at the customer's home. **Shanti Kraai** feels that the District should schedule a meeting with the resident to complete a new survey with the customer.

**UNFINISHED ITEMS FOR BOARD CONSIDERATION**

**Jeff Hargens** noticed an error in the minutes from the January 18, 2011 meeting. It read that Victor Schmidt will be running for office again, however it should read that he will not be running for office again. **Shanti Kraai** states that she will make the correction on the minutes.

**Sonny Boyd** made a motion to adjourn the meeting, **Jeff Hargens** seconded, passed unanimously. Meeting adjourned at 8:02 p.m.