

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
February 16, 2010**

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

Staff present: James Jans, Shanti Kraai.

Audience members present: Dave Mysinger, Susan Fry, Malcolm Freund, Gail Griffith, Michael Griffith, Timothy Hall, Leslie Radke, Roger Wallis, Sandy Wallis, Albert Cook.

Chairman **Jeff Hargens** called the meeting to order at 6:30 p.m.

APPROVAL OF THE AGENDA

James Jans would like to add customer 9825-00 to the agenda under leak adjustments, as this customer was accidentally left off the original agenda. **Jeff Hargens** states item 11, investments, does not have to be under executive session. He would like this item to be moved on the agenda as item 6a. **Sonny Boyd** made a motion to approve the agenda as modified, **Robert Gaughan** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Sonny Boyd made a motion to approve the minutes of January 19, 2010 as written, **Robert Gaughan** seconded, passed unanimously.

Sonny Boyd made a motion to approve the minutes of the special meeting held on January 26, 2010 as written, **Robert Churnside** seconded, passed unanimously.

LEAK ADJUSTMENTS

1415-00: This customer had a tree root grow around the water pipe, which eventually cracked it. The customer was on vacation when the leak occurred and repaired the pipe immediately upon return. **Sonny Boyd** made a motion to reduce the units from November/December 2009 to the average use prior to the leak, 22 units, **Robert Gaughan** seconded, passed unanimously.

4710-00: An elbow on this customers water pipe broke, causing a large leak. This customer is requesting the board to issue the leak adjustment based on the winter water usage due to the high water consumption used in the summer months due to their nursery. **Victor Schmidt** made a motion to reduce the units from November/December 2009 to the average use of the units used the during the prior years winter months, 45 units, **Robert Gaughan** seconded, passed unanimously.

8675-00: This case was viewed as a hardship due to the extensive repairs required to fix all the leaks in their water line. **Sonny Boyd** made a motion to reduce the May/June and July/August 2009 units to their average prior to the 2009 leaks, 60 units, **Victor Schmidt** seconded, passed unanimously.

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LEAK ADJUSTMENTS – (Cont.)

9825-00: This customer was not put on the agenda prior to the meeting, therefore no paperwork showing the customers usage history could be presented to the board of directors. The customer states the water district notified him of his leak. He turned off the water the same day and replaced his entire water line during winter. The length of the water line is 1,420 feet and is at 500 feet elevation. This adjustment was tabled until the next regular board meeting when the board of directors can review the customers prior usage.

WEST COAST BANK: STANDARD PRICING VS. EXCEPTION PRICING

Leslie Radke, the representative from West Coast Bank, states they will begin charging fees for our analyzed checking account unless we keep a balance of \$160,000 to offset the charges. She states we can review the cleared checks daily to prevent fraud. If a check goes through that was not authorized or for a different amount, we can call West Coast Bank and they will reverse the charge. It was decided by the board of directors to keep a minimum balance of \$160,000 in the analyzed checking account to avoid a monthly fee.

**PACE ENGINEERS: CABBAGE HILL RESERVOIR #2; TREATMENT PLANT
FILTER POND #3; HYDRO GENERATION UPDATE; TREATMENT ISSUES**

Reservoir #2: **Brian Lee** from Pace Engineers distributed pictures of the leaking valve at reservoir #2 (Cabbage Hill Reservoir). He states the coating on the top is completely gone and it is rusting on the inside, as well as the valve leaking both inside and out. He states the District needs to make repairs before it breaks completely. He states it is a slopped concrete ring wall tank with a hover bottom. There is a special product called seek-a-seal which is an adhesive tape we can put over the joint to seal it. He says that, depending on how damaged it is, we can sand blast and re-coat it, then install a cathodic protection system. He states the most urgent repairs on the reservoir would be to repair the roof, repair the black tarp, install a new valve vault, and add a fence. He states there are easement issues as well that need to be taken care of. **James Jans** states that in 1999 there was video taken of the inside of the reservoir, which was deteriorated at that time and nothing done to the inside since then. **Brian Lee** states that the District would have to budget around \$150,000 to complete this project. He said that the most complicated part of the project is due to it being in the scenic gorge. **James Jans** states that the permit just for the fence will cost \$710, and the fence itself will cost about \$8,000.

Filter Pond #3: **James Jans** states that we will want to consider setting money aside to replace filter pond #3 during the budget process. **Jeff Hargens** would like to know if the piping needs to be redone. **Brian Lee** states it needs a new concrete basin, however the all the piping does not need to be replaced. The control structures in and out need to be replaced. In is simple because we already installed the flow slitter box in all three filters. For the outlet side we would need to build a small vault that replaces the two man holes since they will get dug up anyways when we take it out. He states that at that time or at a later date we can add automatic actuators to them that the computer can control. **Jeff Hargens** would like to know if we can do the excavation in house, have it designed by Pace Engineers and go out for bid for the concrete work. **Brian Lee**

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**PACE ENGINEERS: CABBAGE HILL RESERVOIR #2; TREATMENT PLANT
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states he could present a list of items that need to be done for this project to the board of directors and they can choose what work can be done in house. He estimates this project will cost over 1.2 million. **Victor Schmidt** states we should potentially budget for these projects in the upcoming year and pursue a low interest loan prior to inflation. **Robert Gaughan** says the only problem would be reinstating a \$7 monthly charge to the customers should we pursue a loan. **Brian Lee** says that if the \$7 monthly charge was reinstated, it would be enough to fund a 1.5 million dollar loan.

Hydro Generation Update: **Brian Lee** states he viewed all 23 PRV's in the District with James Jans. He will compose a mapping system of them, with numbers and names. They will all have data sheets with pressure settings, pictures and maintenance logs. He will send the data portion to Mead and Hunt for the hydro generator analysis.

Treatment Plant Issues: **Brain Lee** states that past staff members have disassembled some products, changed piping and basically made it so the computer can no longer run in automatic mode. He says James Jans found all the parts for the level probe and they are in the process of getting it reassembled. The level probe sits in filter pond #2 and measures the level of water. The chlorine injectors have also been taken apart, twist ties are holding tubing to the walls, as well as many other issues the crew is working on correcting.

ADOPT BUDGET CALENDAR

Dave Mysinger requested that some of the budget committee meeting dates be changed. He would like the first meeting to be held on March 16th, the second meeting to be held on March 30th, and the third meeting to be held on April 6th. He states the fire hall is available for use on all these dates. **Sonny Boyd** made a motion to adopt the budget calendar as modified, **Robert Gaughan** seconded, passed unanimously.

**RESOLUTION 2010.01.26: REDUCTION OF MINIMUM HOURS WORKED TO
PROVIDE HEALTH INSURANCE**

It was determined to offer part time employees half the insurance cap provided to full time employees under our group plan. The resolution was signed by all members of the board.

MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Sonny Boyd** would like to keep a minimum balance of \$160,000 in the analyzed checking account to avoid any service charges. **Sonny Boyd** made a motion to approve the financial reports as presented, **Robert Churnside** seconded, passed unanimously.

Managers Report: See attached.

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PUBLIC COMMENTS ON ITEMS NOT LISTED ON AGENDA

Sue Fry would like to know if members of the community can attend the meeting with the Bureau of Land Management regarding tree thinning on February 22, 2010. She would like to hold a meeting before hand to review some of the issues and questions that will be brought up.

Jeff Hargens does not feel the public should attend this meeting. He would like to get the facts of what be conducted with the tree thinning project as well as what the process will be in case any of our property gets damaged, and does not want the public distracting from the issues he would like covered. He states the board members and staff will give a summary of what was discussed at the next regular board meeting.

Malcolm Freund would like to thank the board for allowing the budget committee meeting dates to be changed.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

Victor Schmidt would like to conduct a technical analysis on the treatment plant control system. He would like the board of directors approval prior to reviewing the technical system. **Jeff Hargens** states that would be fine as long as only recommendations are made and nothing is changed during the review.

Victor Schmidt made a motion to adjourn the meeting, **Robert Churnside** seconded, passed unanimously. Meeting adjourned at 9:01 p.m.