

**CORBETT WATER DISTRICT  
REGULAR MEETING OF THE BOARD  
February 17, 2009**

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

**Staff present:** James Jans, Shanti Kraai.

**Audience members present:** Robert Colclessor, Gordon Fulks, Malcolm Freund, Dave Mysinger, Barbara Adams, Robert Bushnell, Richard Simeon, Pamela Simeon.

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

**Jeff Hargens** states that there needs to be a motion to accept commissioner Marion Kirkham's resignation. **Robert Gaughan** made a motion to accept Marion Kirkham's resignation as written, **Sonny Boyd** seconded, passed unanimously.

#### **APPROVAL OF THE AGENDA**

**Jeff Hargens** would like the budget committee, item 8, to be moved up on the agenda as item 5a. **Sonny Boyd** made a motion to approve the agenda as modified, **Victor Schmidt** seconded, passed unanimously.

#### **APPROVAL OF THE MINUTES**

**Sonny Boyd** would like the word "ran" to be changed to "run" under the OAWU Consultant discussion. He also noticed the word "like" was missing in the line "he would the cost of repairs made". **Robert Gaughan** made a motion to accept the minutes of January 20, 2009 as corrected, **Sonny Boyd** seconded, passed unanimously.

#### **LEAK ADJUSTMENTS**

**1-3085-00:** This customer noticed a leak and made repairs immediately afterwards, however the next bill that was received was very high which alerted them that a leak was still present in the water line. The customer found another leak in the line and made repairs promptly. This case was considered a hardship due to the length and process it took to repair the leak. **Sonny Boyd** made a motion to adjust the September and November bills to equal 38 units each billing cycle, which is the highest units used in the previous year prior to the leak, **Robert Gaughan** seconded, passed unanimously.

**2-6105-00:** This customer states that when Corbett Water District's crew replaced their meter it caused a break on their side of the line due to excessive force used. **James Jans** states that sometimes when meters are replaced, it can cause a crack in the line on the other side of the meter, which is usually noticed and repaired at the time it occurs. **Sonny Boyd** made a motion to reduce the July and September billing cycles to the customer average usage, 4 units, **Robert Gaughan** seconded, passed unanimously.

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**LEAK ADJUSTMENTS – (Cont.)**

**1-3860-00:** This customer was previously told that they had a leak on their side of the meter. The customer then hired a plumber to locate the leak only to find out that a leak was not present, which cost the customer \$600.00. The board felt that since this customer could have avoided hiring an agency to locate a leak if the District had not mislead him, they issued a credit to his account to cover the amount of the invoice. This customer has a well on their property and rarely uses the water districts services so they requested a payment be made to them for the remaining balance of their credit. **Jeff Hargens** states that the original decision was made to issue a credit only to his account and does not feel that the board should change their decision. He asked the office staff to send a letter to the customer to inform them of their decision.

**APPOINT BUDGET COMMITTEE MEMBERS/ADOPT BUDGET CALENDAR**

**Jeff Hargens** appointed the following people to be on the budget committee: Dave Mysinger, Robert Colclessor, Malcolm Freund, Barbara Adams and Sue Fry. After discussion, times were set for the budget committee meetings. Copies of the budget calendar were distributed to the board and budget committee members. **Victor Schmidt** made a motion to adopt the budget calendar, **Sonny Boyd** seconded, passed unanimously. It was decided upon appointing the budget committee chairman on the first budget committee meeting.

**COMMISSIONER INTERVIEWS**

There were no applicants present for the commissioner position. **James Jans** states that a letter announcing this position will be included with the upcoming water bills stating interviews will be conducted at the next board meeting held on March 17, 2009.

**PACE ENGINEERS: STIMULUS PROJECTS**

**Brian Lee** states that the governor has signed a \$2 billion bill to be used for the restoration of infrastructures. He would like to set up a meeting with Janet Hillock from Oregon Economic and Community Development Department as soon as possible to discuss what the criteria is and the rank of projects they are choosing from. He states since this is a grant we would not have to pay any money back if our District is chosen. We would have to apply for projects that could go out for construction within the next 12 months. Some of the projects that need to be completed are intake improvements, including a fish passage, the water line between the intakes and the treatment plant needs to be looked at for replacement, replacement of filter pond #1 and/or filter pond #3, PRV station hydro generation, water line upgrades and reservoir repairs. **Brian Lee** states that 20% of the grant is going towards green infrastructure, water or energy efficiency or other innovations.

**Brian Lee** distributed a new cost estimate for the Hurt/Wand/Mershon projects for 2009-2010. He states it will stabilize pressure and help feed the Mershon Reservoir. The previous cost estimate was \$2.35 per linear foot, and the current cost estimate was reduced to just over \$2.00 per linear foot. **Jeff Hargens** would like the board to review this and put the task order on the next agenda.

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**CROSS CONNECTION CONTROL PROGRAM DRAFT**

The cross connection control program draft was distributed to the members of the board. A survey has been sent to all the customers of the district to be filled out and returned to the office. This survey will inform us of which customers will need a backflow assembly in order to prevent contamination of our water lines. A couple of years ago, the district installed backflow devices for customers even though some were not needed. It is required that every backflow device be tested annually to ensure accuracy. **Jeff Hargens** states that if a residence needs a backflow device it should be the owner's responsibility to obtain one. It was discussed upon what to do for the customers that do not need the backflow devices that the district installed. It was a question whether to have the customer to remove the device or have them pay to get it tested annually, or to remove the backflow device ourselves since we are the ones who originally installed them. **Jeff Hargens** states that if we remove the devices we will be liable for any problems that occur in the process. **Victor Schmidt** states that if we installed them, we are already liable for any problems that occur and feels that we should fix the error made on our part and remove the unnecessary devices. **Jeff Hargens** would like James Jans to review the surveys to decide how many backflow assemblies we installed that are not required and need to be removed. He would like James Jans to bring the information to the next board meeting at which time the board will decide what action is best to take. After reviewing and discussing the cross connection control program draft, it was decided to remove section B from the draft. **Sonny Boyd** made a motion to adopt the proposed draft as modified, **Robert Gaughan** seconded, passed unanimously.

**MONTHLY REPORTS**

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

**Managers Report:** See attached. **James Jans** states that we need to purchase C900 pipe for the Hurt/Wand Road project before the price increases. **Sonny Boyd** states that it would be a good idea to purchase the C900 with caps. **Victor Schmidt** would like the pipe to be covered with a tarp until its ready to be used to protect it against sunlight. **Jeff Hargens** would like to search for the lowest price of C900 prior to making a decision. **James Jans** states he is currently searching for a location to store the pipe at once it is received. **Sonny Boyd** would like the security of the pipe to be taken into consideration. **Jeff Hargens** wants to have the services switched over as soon as possible. The board has requested James Jans to speak with other engineers and get price quotes. **James Jans** states that he has spoken with Shawn Summerset from Summerset Civil Engineering, who has given a price quote of \$6,900 to perform the engineering work for the Hurt/Wand Road project. Pace Engineers has given a price quote of \$16,000 to perform the engineering work on the same project. **Victor Schmidt** made a motion to hire Summerset Civil Engineering to design the 9,400 lineal feet of water line on Hurt/Wand Road for \$6,900, **Robert Gaughan** seconded, passed unanimously.

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

**Gordon Fulks** would like the board to take into consideration that most meters only have a 10 year warranty, after which there is a pro-rated warranty. He states it would be a good idea to think of them as having a 15 year life, then needing to replace them. He states not to let the meter companies stretch it out with the warranties. **Victor Schmidt** would like to have a discussion regarding purchasing meters on the agenda for the next board meeting. **Jeff Hargens** would like research to be conducted to see what meters other districts are using and how satisfied they are with them. He states that it is important to choose the correct system. **Robert Colclessor** states that extra copies of the minutes should be available at the board meetings. **Shanti Kraai** states that she always has an extra copy available but will bring more incase they are needed. She will start emailing them in PDF with the agendas to those who request it. **Jeff Hargens** would like extra copies of the agenda brought to the meetings as well.

**UNFINISHED ITEMS FOR BOARD CONSIDERATION**

Copies of the revised fee recommendations were distributed to the members of the board. **Victor Schmidt** made a motion to send the draft of the fee/connection policy to Special Districts Association of Oregon for review, **Jeff Hargens** seconded, passed unanimously.

**Victor Schmidt** made a motion to adjourn the meeting, **Robert Gaughan** seconded, passed unanimously. Meeting adjourned at 9:25 p.m.