

CORBETT WATER DISTRICT

APPROVED MINUTES

Regular Meeting: 7:00 P.M.

Tuesday, February 21, 2006
Corbett, Oregon

Commissioners Present: Malcolm Freund, Bob Gaughan, Lee Wyatt, Bob Colclessler, and Marion Kirkham.

Also present were District Manager Frank Sterzinar and District Clerk Jamie Simms.

Audience Members Present: Dave Mysinger, Brian Lee from Lee Engineering, Barb Adams, Brian James, Dan Marsh, Jeff & Linda Hargens, and Barbara Strasbaugh.

Chairman Freund called the meeting to order at 7:00 p.m. at the Corbett Fire Hall.

Review / Approve Agenda.

Chairman Freund added Resolution 2006.02.02 on public contracting to the agenda. He also moved Lee-Pace engineering contracts to the top of the agenda.

Chairman Freund asked the audience if anybody was here for a special item. No audience member present had an item they wanted to discuss with the Board.

Commissioner Colclessler moved to adopt the agenda as amended. Motion seconded by Commissioner Gaughan. Motion passed unanimously.

2006 Lee-Pace Engineering Contracts.

(Note: The conversations have been moved to the corresponding sub-category rather than as a conversational timeline.)

Brian Lee said these contracts were the same contracts that had been discussed, but not voted on at the February seventh workshop. Brian felt these proposed contracts were not focused on exact dollar amounts but on what the Board wished to accomplish in 2006. Brian is looking for the Board to prioritize the list of contracts.

Brian Lee went over each proposal.

General Services Proposal

This is on call support for the Water District for oversight and engineering for in-house water line work, which is required by the State in order for the District to perform the in-house work. Frank confirmed that the State wanted the District to have an engineer on file to oversee projects.

DRC Proposal

This will cover Phil Beverly as the Direct Responsible Charge (DRC) of the Treatment Plant. Phil will be the DRC until Frank is certified and comfortable with the new Treatment Plant operations.

Frank is scheduled to take his water treatment exam next Thursday, and it will take approximately three weeks to receive the actual license. Frank believed that Phil would continue as DRC for two to three months depending on how the new filter pond operates and how quickly he received his license. He said that the District's Utility Worker AP had submitted paper work almost four months ago for a distribution license and the paper work is just now being reviewed.

Christensen Line Replacement Proposal

Lee Engineering has created final design drawings for Christensen main line replacement. Currently Brian is waiting to hear the final markups from District staff. After the markups are received there will be an internal review and then construction could begin on the 2,700' of line replacement.

Frank said the Christensen water line replacement probably would not be completed until the next fiscal year because it had shifted down in priority. The cathodic protection to Reservoir No. 4 has moved to top priority so the tank does not get ruined.

Fish Passage Proposal

This is for work needed on the South Fork intakes. Engineering fees are for \$13,000. The repair work done to the intakes this past summer triggered the fish passage regulations with Oregon Department of Fish and Wildlife (ODFW). ODFW had prepared an agreement that stated there would be some measure of fish passage around the intake constructed this summer.

Commissioner Colclessor asked when the fish passage would have to be completed. Brian felt this project should be completed in the water work window of July 1st – August 31st. This would be in the next budget year, but the permits would need to be started immediately.

Brian asked the status on the fish passage grant proposal. Frank said he was in the process of writing the grant with the help of a community member.

Frank said the District had signed an agreement with ODFW for the work required at the South Fork. The work must be completed; he did not see the work as an option. Commissioner Kirkham asked if staff would be performing the work. Frank replied that District staff would rent the needed equipment and make the necessary repairs. The South Fork is repairing itself, so the prior work done of the installation of the diversion vain is correcting the problem.

Tracer Study Proposal

This study would allow for the new one million gallon Reservoir to be used for maintaining proper chlorination disinfection times. There have been times when the contact chamber had not met the required contact times so the one million gallon Reservoir had been used in the calculation to meet contact times. The Health Department has allowed this on several occasions this past year, but it is not something that will be continued. If the District wishes to continue using the Reservoir in the calculation for contact time the tracer study would need to be completed. Commissioner Colclessor asked how soon this study would have to be completed. Brian felt the study could be pushed off until the next fiscal year, starting on July 1st, 2006.

As an operator, the tracer study is important to Frank, because he could reduce the amount of chlorine into the water, which would reduce cost. Currently the contact time is three hours and if the Reservoir was added it would increase that contact time up to three days. The current 1.2 mg/l for disinfectant bi-products could be reduced to 0.6 mg/l and on the outlet side give a little kick to keep the residual up. Testing parameters have been changed by almost 50%. Currently the District meets the requirements but

if the District bounced out of the parameters, it would be very expensive. As an operator Frank would like this study completed as soon as feasibly possible.

Chairman Freund asked when the study would be started if it took six months for completion. Frank said it could start immediately for the low flow period and then not again until high flows in the summer. Chairman Freund said the study would cost \$2,500 this fiscal year and \$2,500 in the next fiscal year.

Hydraulic Model Proposal

This model is a carryover from 2005 when it was placed on hold for budgetary reasons. Brian still needs to put the final touches on the model and set up the Carte Graph asset management system. Carte Graph is similar to a GIS system but it has been designed for a water system. The proposed fee of \$25,500 includes the design of several PRV stations using the hydraulic data.

Frank felt there was no money this year to finish the hydraulic model and that next year the budget would also be tight with other projects, including the Christensen line replacement and Reservoir No. 5 repair. The work needed to Reservoir No. 5 is equal to the work completed last year on Reservoir No. 4. Frank estimated the cost of repair for Reservoir No. 5 to be \$241,000. This includes the recoating of the tank inside and out as well as installing cathodic protection. There is no bypass for Reservoir No.5, so the crew will have to install one in order to make the necessary repairs on the tank and supply customers with water. Commissioner Colclessler asked Frank how this would affect other projects because this would be a contracted job. Frank said staff could do the sandblasting and painting, but their time would be better directed elsewhere. Frank thought the tank might also have Millscale occurring by the way it is corroding and peeling.

Frank would like to have the Carte Graph system online now, but there are other projects that need funding first. Commissioner Wyatt confirmed with Frank that he does not believe this project could be completed in the current 2005/06 fiscal year, and that it was doubtful if there would be funding next year in 2006/07 fiscal year.

Commissioner Wyatt asked how much money had been spent on the Hydraulic model to date. Brian Lee estimated the amount to be \$14,000 with Hydraulic model being 90% complete. Commissioner Wyatt asked what value the Hydraulic model held for the District today. Frank can call Brian and tell him he wanted to install a hydrant at a given location and Brian could put it into the model and tell Frank the results as to whether it was a good or bad decision. The model is currently 90% accurate, the last 10% of uncertainty still needs to be completed. Currently the project is 60% overall because it is made up of three parts: Hydraulic model, three PRVs, and the Carte Graph software that has been purchased.

Frank asked Brian if there was a way to obtain a final cost tally to complete just the Hydraulic model to 100% because he knew how to operate the Carte Graph software and could plug in the data himself. Commissioner Wyatt asked how much the District was already into the Hydraulic model. Brian Lee said that currently the District has paid \$14,000 to build the Hydraulic model.

Reservoir No. 4 – the majority of the engineering has been completed, except for joining the ten inch and running two new ten inch lines up to replace the existing eight inch OD steel that has been in the ground awhile, and a ten inch that is connected somewhere to the main on Larch Mtn road. Frank currently does not know where the ten inch is connected, but he does know it is a slip joint and the plan is to run pressure off the hill to fill the Reservoirs and to supply the community. Frank stated this could conceivably blow the joint apart and leave a hole in the customer's property.

Commissioner Wyatt asked if the hydraulic model or the mylar drawings would help locate where the ten inch hooks up. Frank replied that the hydraulic model would not help and that there were no mylar drawings of the area. Everything the crew excavated at the Reservoir were slip joints and some creative wood thrust blocks that were no longer solid is holding everything together. He believes the line travels under the backside of a barn and through an open field to Larch Mtn road. In a worse case scenario this project will cost \$86,000 to be completed. The \$86,000 includes the cost of repairing electrical issues and replacement of the water lines.

To give an example for how prices have increased, at this time last year ductile iron cost \$10.38/foot and currently the cost is \$18.77/foot and in the last eight months PVC C900 has risen 100% and now cost more than ductile at \$21.00/foot.

The biggest expense associated with the Christensen road water line replacement is materials. The pipe alone for Christensen will cost \$33,000 for 2,700 feet of pipe, with a total worse case scenario for the entire project cost of \$131,979.

Commissioner Gaughan asked if the project cost presented included the fees for permitting. Frank said the project estimates include all the fees required for County, State and, Scenic Review, plus 19 other reviews.

Frank put the projects in the following priority:

1. Fish Passage
2. General Services
3. DRC (until he obtains his license, approximately three months)
4. Reservoir No. 4
5. Christensen Line Replacement

Frank would like to see a run-sheet for Brian to see what direction the Board is headed. Chairman Freund summarized that the District needed the following engineering services for this fiscal year: General Services, DRC for three months, permit for South Fork, and half of the Tracer study; for an estimated cost this fiscal year of \$21,000. Chairman Freund asked Frank to look into the budget to see what he could squeeze into this fiscal year.

Chairman Freund asked Brian if this was sufficient for him. Brian said that it gave him a good direction and he will work out the details with Frank. Brian will come back to the Board with a prioritized list of engineering services. Chairman Freund thought that one of the difficulties was that Brian came to the Board with a January to January budget while the District works on a July to July budget. Brian said he could synchronize the contracts around the District's budget year.

With no other questions for Brian Lee he was excused from the meeting.

Approval of the Minutes.

Commissioner Wyatt said the October 18th, 2005 minutes with the footer that states 'last saved by Lee on 2/21/06' was her additions and the input she had received from Commissioners to those additions. She added Vern's last name of Gardner to the minutes as well as the last name of Bobbie Mohler to the minutes on page one. On page 5 Commissioner Wyatt corrected the spelling for Stellar J, formally written as Stellar Jay. Commissioner Wyatt said there were no significant changes.

Commissioner Wyatt moved to approve the October 18th, 2005 minutes with those changes stated. Motion seconded by Commissioner Colclessler. Motion passed unanimously.

Commissioner Wyatt said the November 15th, 2005 minutes reflected the redlined minutes the Board had received prior to today as well as changes received by Commissioners of those redlined minutes for typographical, style and clarity.

Commissioner Wyatt moved to approve the November 15th, 2005. Motion seconded by Commissioner Gaughan.

Chairman Freund asked what the blank spot was for. Commissioner Wyatt stated that was for the number of pages in the financial report from the Clerk.

Motion passed unanimously.

Commissioner Wyatt said the December 22nd, 2005 minutes reflected the redlined minutes the Board had received prior to today as well as changes received by Commissioners for the same purposes stated before.

Commissioner Wyatt moved to approve the December 22nd, 2005 minutes. Motion seconded by Commissioner Colclessler. Motion passed unanimously.

Financial Report.

Jamie Simms reviewed the financial reports with the Board. 'System Improvements' category consists of fees associated with the Hydraulic model, Reservoir No. 4 upgrades and District field crew water line upgrades. The 'Shop and Office' category has been adjusted so part of the bathroom upgrades went into 'Buildings' in order to reflect changes made to the District. Chairman Freund asked if the bathroom upgrades were in the correct fiscal year. Portions were in the incorrect year because the payments made on the credit card in August had not been realized in the 2005 fiscal year end budget.

Since February of 2004, Corbett Water District has paid just under \$500,000 on engineering services, including DRC, Treatment Plant Upgrades, General Services, etc.

Jamie went over with the Board the following information:

Total amount paid to Stellar J is \$837,276.14

Amount paid with loan funds to Stellar J is \$564,018

Amount paid with District funds to Stellar J is \$273,258.14

Loan Funds available for Clackamas \$935,982

Total amount paid to Clackamas to date is \$962,064.07

So far, funds paid with District money to Clackamas is \$26,082

Work still needed to be completed and paid to Clackamas Construction \$217,602

Cash transfer per budget \$177,120, leaving \$40,482 from other District funds

New beginning cash balance, per supplemental budget \$36,785

Short to pay Clackamas \$3,697*

Total amount paid to Lee Engineering for WTP this budget as of 1/31/06 is \$109,847.08

Estimate of balance due to Lee Eng. \$32,000 for a total Engineering of \$141,847

Amount budgeted for \$20,000 shortfall is \$121,847*

*Budget shortfall to be paid out of 'System Improvements' \$125,544

Commissioner Wyatt read from the January 31st letter from Lee Engineering report the following: “If the Board looks at the numbers you see a very positive result” and “It has come to my attention that at the last Board meeting some criticism took place regarding the project management of this project.”

Commissioner Colclessler said he was waiting for the spreadsheets from Lee Engineering because some of the Engineering fees stated above were not the District’s cost. Commissioner Wyatt said it was Brian Lee’s responsibility to explain what has happened with engineering fees to the Board.

Ten customers had their water shut off for non payment. Chairman Freund commented that there had been twelve customers shut off in the prior month. Account 9365 has been making his scheduled payments, however because of the Holiday on Monday he asked that he could pay a day later due to the delay in his credit card payments. His current balance is just under \$800 and his original balance was over \$2,500.

Chairman Freund spoke about I-Deposit banking from West Coast Bank. I-Deposit allows for us to scan a customer’s check into the computer for a same day deposit instead of taking the check to the bank for deposit. Checks can be deposited in any type of account approved by the District. The equipment needed to run the program is normally \$600, but if the District signed up before the end of March the equipment would be free. However, there is a \$50 monthly maintenance fee.

Chairman Freund questioned what check deposits cost the District for time spent going to the bank in Gresham. Chairman Freund and Frank both agreed that it currently cost at least the monthly maintenance fee of \$50.

Chairman Freund spoke about the option to have a Business Analysis Account at West Coast Bank. This type of account was based on the premise that there would be fifty checks written by the District a month, twenty deposits made on average per month and an average bank balance of \$100,000. The interest on this account would offset the activity charges and I-Deposit fee. Chairman Freund said the bottom line was that if we could do business cheaper we would, but we need to be satisfied there was not a pitfall.

Chairman Freund called three other financial institutes and West Coast Bank was the only one that offered the service of scanning the checks directly at the District Office. The District would be required to hold onto customer checks for sixty days as a back up.

Commissioner Gaughan had spoken with a gentleman from Wells Fargo who thought they could beat West Coast Bank’s pricing.

Brian James asked who would be responsible for repairing the scanning machine if it broke. Chairman Freund said this was a question to ask West Coast when they came to discuss this with the Board.

Barbara Strasbaugh asked how many folks paid with cash. Jamie said less than 50 customers paid with cash.

Dan Marsh asked about the time required for repair work for the scanner and who would pay for the work because he believed they were prone to break. He also asked what PC would be used to run the system. Chairman Freund said it did not require a stand alone PC so it would be added to the Clerks current computer.

Barbara Strasbaugh asked about non-sufficient fund checks. Jamie believed that the check went into the bank account immediately so you would know sooner if the check was insufficient, as opposed to the

average week and a half it takes now. Chairman Freund believed it was very quickly. Commissioner Wyatt asked how many checks were bounced on average per month. Jamie said three or four checks were bounced every month.

Chairman Freund will schedule a workshop with West Coast Bank in the near future.

Chairman Freund spoke about the amortization schedule for the \$1,500,000 loan. Currently the scheduled payment amount is \$111,000, but the District has chosen to pay \$124,600, which represents the \$10 per month per 1030 customers plus \$1,000 for interest. Chairman Freund spoke with Janet Hillock from the Oregon Economic Community Development Department (OECDD), who has reviewed the Headwork's project and noted the project was significantly more than \$1.5 million. The District can increase the loan amount because the loan has not been closed. Interest accrues when funds were drawn, so the District used reserve funds first and made payments ahead of time. Commissioner Colclessler said the District put in \$700,000 of its own money making the Headworks project total over \$2.2 million.

Chairman Freund said in order to increase the loan amount; the Clerk would have to provide invoices of payments made by the District for the Water Treatment Plant Upgrades. In reality, this allows for the OECDD to reimburse the District for funds spent on the Water Treatment Plant upgrades.

Chairman Freund asked Frank if the District had an additional \$300,000 what projects he would complete. Frank said the monies allow for Reservoir No.5 to be repaired or Christensen main line replacement and Reservoir No.4 repairs to be completed.

Chairman Freund said that an extra \$.50 for each billing, per customer, would pay for the extra loan, which he believed was thinly spread out. Commissioner Kirkham felt it was a win-win situation. Chairman Freund wrote Janet Hillock a note to keep the loan open so the Board could have an opportunity to discuss the potential loan increase. Commissioner Gaughan felt that 4% money was low for the problems the District had.

Brian James asked how long OECDD was willing to keep the door ajar for the loan increase. Chairman Freund received no commitment from Janet Hillock but she knew of tonight's Board meeting.

Brian James spoke about the Forest Service trying to sell off a few pieces of land. Barb Adams said there were four pieces of land and that there would be fierce opposition to the selling of the land.

Jeff Hargens asked if there was a way to extend the loan without going to the rate payers. He said the Board would be fools not to take 4% money and make the needed repairs, because in the future more funds would be needed at a higher rate. He believed the loan should be extended. Jeff asked about the obligations the Board has to the rate payers for extending the loan.

Chairman Freund asked about material prices. Jeff said they had leveled off, but they were extremely high compared to eight months ago.

Commissioner Colclessler said the Reservoir on Loudon would require over \$200,000 to repair and the Reservoir work on Cabbage Hill would be similar to the work on the Mershon Reservoir done by District staff. He felt this money would get a lot of pressure off the District in general.

Commissioner Wyatt referred back to the overage in Lee Engineering for the Water Treatment Plant upgrades in the amount of \$120,000, which took money away from Capital Improvements.

Chairman Freund said if the Board chose to go with the increased loan amount, the District would not receive the funds right away, it could take up to six months. Chairman Freund spoke about receiving the entire reimbursement funds in one lump sum and earning interest on that money in the bank.

Commissioner Wyatt would like to see Chairman Freund have a conversation with those individuals in the community who have in prior meetings had so strenuously foreshadowed the current situation and ask them what they thought about the District getting \$300,000 for 4% and she will take her lead off of that. She felt the conversation with those community members would be prudent, helpful, enlightening, and fair. Commissioner Colclessler agreed with Commissioner Wyatt. He said the majority of the folks who elected the Board would be willing to fix the District, but there may be a group that would be against it. Commissioner Wyatt said she would be happy to go with Chairman Freund and be present for those conversations. Jeff Hargens agreed with the comments, but he felt that at the same time it would have to be explained that if the additional loan proceeds were not taken then the District would, in five or six years, be back asking for another loan at that time. He said the Board had to look overall to see what was best for the community.

Barb Adams commented that this Board had been elected amongst a lot of controversy. The \$1.5 million dollar loan had been voted on by a prior Board, but the current Board has taken the responsibility of the upgrades and has paid the bills so she felt the current Board has the responsibility to increase the loan if that's what the Board wants. She felt the Board should take the steps they felt were necessary. Linda Hargens agreed with Barb Adams point of view.

Commissioner Colclessler said \$250,000 had been transferred from the Loan Repayment Fund, that had been drawing money before the project had been started, \$80,000 had been transferred from the General Fund and \$300,000 the District had saved from the 1990s for the Headworks Project.

Barb Adams thought the District had a really good Manager that could get things done.

Dan Marsh questioned what percentage of the District's income was paid to the loan. Chairman Freund said the loan payment would be the same dollar amount but paid over 20 years instead of the current schedule of 17. Commissioner Colclessler said the original 25% increase had brought in more than what had been needed to pay for the loan payments, so it was changed to reflect \$10,000 a month in Water Sales to be paid into the Loan Repayment Fund. Commissioner Colclessler is confident in Frank's abilities that the District will start to move ahead. He also commented that two more cells need to be installed at the Water Treatment Plant. Frank said one cell would need to be completed within the next five years. Commissioner Colclessler said he was considering setting aside the tax revenue to fund this project. Chairman Freund referred back to Dan's earlier question about the percentage of income paid to the loan. Currently total revenue is \$835,000 while the loan payment is scheduled at \$124,600.

Commissioner Freund will speak with Janet Hillock to find out more information. There was a general consensus of the Board for Chairman Freund to proceed with speaking to Janet Hillock.

Manager's Report

Frank Sterzinar reviewed the following information with the Board:

Water Bills: The Utility Billing software has been updated to show the base rate separate from the water usage fees.

Bathroom Remodel: The bathroom at the District office has been remodeled as planned in the prior year. The crew found that there were a couple of bad circuits in the original building that had to be replaced and brought to code.

Water Treatment Plant Upgrades: Frank expressed his frustration with problems in the new Treatment Plant software, other than that the Treatment Plant is running smoothly. The Treatment Plant is now protected by an alarm system and cameras are scheduled to be installed shortly.

The hydraulic problem has been solved as to why there is a massive air block in the pipe to the filter pond. The required parts needed to make the repairs have been ordered and staff is waiting for the construction to finish because the work will require the crew to dig down 8', this work will require shoring.

Filter Pond No. 2 is currently running but not sending water to the Treatment Plant. Sand filters require time for maturity in order to grow the necessary bacteria. The rain from last month cleaned out the debris in the water, typically this time last year the water would be at .125 Nephelometric Turbidity Unit (NTU) and currently it is at .051 NTU. Because of the low NTU level and the cold temperature the bacteria is not present, which is slowing down the process to mature the filter pond. The new pond is running at less than 50% yet it is flowing more water than the current two combined filter ponds that are on line. The final walk through is scheduled for next Tuesday at 9:00 am.

Reservoirs: Frank has reviewed video tapes made in 2000 for the cleaning of the Loudon (No. 5) & Cabbage Hill (No. 2) Reservoirs. There was about 1' of material cleaned out of the bottom of the Cabbage Hill Reservoir, with the majority of the material going anaerobic. Anaerobic means that the bacteria started to grow its own bacteria. When the tank was built they used Coal Tar instead of Gunit Spray on the concrete. In 2000 when it was being vacuumed the tar was coming apart. A long time ago, someone had built forms inside the tank for unknown reasons, and they had left those forms inside the tank, including a coffee can. Frank thought it looked like a piece of ducting for a chimney and various pieces of wood. Currently the tank is not leaking but it is in need of maintenance. Chairman Freund asked if the work would be done by staff. Frank said staff would complete the work, but it would be required that the tank be disconnected from the system during the repair.

Reservoir No. 1 located at the Schmidt's residence is in bad condition but it is scheduled for abandonment in the near future. The property owner was interested in turning it into a barn, but because of the liability risk to the District was high and the State would not allow it, the tank will have to be torn down.

Disinfectant bi-product levels are great. Chlorine is running on the high side because of all the recent rains and the material in the water uses up the chlorine and so the District is required to run at a higher level to keep up on contact times and residuals.

Leak Repair: The crew has been dealing with customer leaks, due to the recent bad weather. Staff has repaired eleven leaks on the water lines from the intakes to the Treatment Plant. Part of the access road was washed away and logging trucks crushed the water line. The damage to the water line was caused by vehicles passing over the line, in certain areas the water line is only 18" deep. The loggers had piled heavy rock on top of the line to cover it up, but that rock punctured the pipe, including areas that had previously been fixed with bands. All the leaks have been repaired, but this section of line will have to be replaced. The water line goes down into a gully and the material that makes it through the intake screens is settling at the bottom of the pipe and rotting the pipe. The system is gravity fed, so the Treatment Plant can not generate enough flow to blow the material out so it is corroding the steel pipe.

Correspondence.

Chairman Freund said there was informational material from Lee-Pace Engineering.

Special Districts Association of Oregon (SDAO) Conference.

Commissioners Gaughan and Kirkham attended the three day annual SDAO conference. Commissioner Gaughan announced that Frank had been awarded the manager of the year from SDAO. Commissioner Gaughan said there was a lot of good information on open meetings. Commissioner Kirkham said he enjoyed the conference.

Resolution 2006.02.01 – Supplementary Budget.

Commissioner Wyatt moved to approve Resolution 2006.02.01. Motion seconded by Commissioner Colclesser. Motion passed unanimously.

Resolution 2006.02.02 – Public Contracting.

Chairman Freund said this resolution would make the District legal. This Resolution was originally passed in May, but paragraphs two and three written by the prior Auditor contained an illegal statement.

Commissioner Wyatt moved to approve Resolution 2006.02.02. Motion seconded by Commissioner Gaughan. Motion passed unanimously.

Budget Calendar.

This is the calendar for the budget session filed with Tax Supervising Conservation Committee (TSCC). Chairman Freund corrected the year stated on December 2006 to the actual year 2005.

Commissioner Wyatt moved to approve the budget calendar with the change to the correct year. Motion seconded by Commissioner Kirkham. Motion passed unanimously.

Public Comment on Items Not Listed on the Agenda.

Barbara Strasbaugh asked about the status of the grant writing for the fish passage. Chairman Freund said a community member was going to help, which was her. Frank and Barbara will work together.

Items for Board Consideration.

Commissioner Wyatt said that on Tuesday, Lee-Pace Engineering would be hosting a discussion with Springhill and Clackamas and she asked the Board if they would like her to be present at that meeting. She felt it would be prudent that she attend because the District has so much at stake in terms of cost that should be born by others that the District reinforces that issue at least once. Chairman Freund said it would be prudent for Commissioner Wyatt to attend because it would balance the table.

Commissioner Colclesser moved that Commissioner Wyatt attend the meeting between Springhill and Clackamas at Lee-Pace Engineering. Motion seconded by Commissioner Kirkham. Motion passed unanimously.

Commissioner Wyatt moved to adjourn to executive session. Chairman Freund moved to executive session pursuant to Oregon Revised Statute 192.660(1) (i) "To review and evaluate the performance of an officer, employee or staff member pursuant to standards, criteria and policy directives you have adopted in an open meeting, unless the person request an open meeting." Performance review of District Manager, Frank Sterzinar per his employment contract.

Chairman Freund called the meeting back to order at 10:45 p.m. and then he adjourned the regular meeting at 10:45 p.m.