

CORBETT WATER DISTRICT APPROVED MINUTES

Special Meeting: 7:00 P.M.

Monday, March 5, 2007
Corbett, Oregon

Commissioners Present: Bob Gaughan, Marion Kirkham, Robert Colclessler, Jeff Hargens, and Malcolm Freund.

Present was District Clerk Jamie Simms.

Audience Members: None.

Chairman Gaughan called the meeting to order at 7:24 p.m. at the Corbett Water District office.

Review / Approve Agenda.

Commissioner Colclessler added the DRC task proposals to the agenda.

Commissioner Freund moved to approve the agenda as amended. Motion seconded by Commissioner Hargens. Motion passed unanimously.

Chairman Gaughan moved for executive sessions pursuant to **ORS 192.660(2)(a)** 'The governing body of a public body may hold an executive session: To consider the employment of a public officer, employee, staff member or individual agent.'

Executive session was adjourned at 7:54 pm.

District Manager Position.

Commissioner Hargens moved to offer applicant No.2 transportation expenses. The applicant would be flying in on Wednesday March 7th and returning home early March 8th. Motion seconded by Commissioner Freund. Motion passed unanimously.

An executive session will be held on March 7, 2007 at 6:00 pm to interview the District Manager applicant.

Commissioner Freund said the applicant would have to supply the Clerk with receipts for traveling expenses and then she would issue a check for reimbursement. The applicant is scheduled to arrive at the Portland airport Wednesday at 10:30 am.

Staff will provide a tour for the applicant. Commissioner Freund said any Board member wishing to attend the tour could as a part of the Board's annual tour as long as no Board business was discussed. Jamie will check with SDAO to verify that all Board members could participate in the tour.

PACE Engineering DRC Agreement.

Commissioner Colclessler asked about the status of the District's current employees licenses. Jamie said both employees currently had a Distribution I license. Zac Bertz was scheduled to take his Treatment I exam in May, and Kevin Moran could take the Distribution II test in six to twelve months.

Commissioner Colclessner would like for the Clerk to contact the State to see what would trigger a grade level increase.

The Board reviewed the past invoices for DRC and compared them to the current proposed task orders. Commissioner Hargens questioned the number of hours required to perform the work and the wage increases for Phil Beverly from \$115/hour to \$145/hour and hours from 6.5 to 8.5, and Secretary hours from .5 to 4 hours. Commissioner Freund questioned what duties the Secretary would be performing besides the invoice. Jamie believed the Secretary typed up Phil Beverly's notes and documents.

Commissioner Hargens questioned why the Secretary would need to have two hours for a site visit. Commissioner Freund spoke about prior issues with this same topic.

Chairman Gaughan asked if these tasks were a worst case scenario or if it was a standard monthly fee. Jamie said the task orders were presented as a price not-to-exceed and it would be billed based on time and materials.

Commissioner Freund questioned if it was possible for Tom Hatchel to be the DRC for Distribution because he lived in Seattle and Frank had previously told him that the DRC had to be able to respond within two hours. Commissioner Freund has spoken with Jim Shaver who told him there were other folks at PACE Engineering that could respond in an emergency. Jamie will contact the State and find out the specifics.

The Board wished to table this item until the next meeting on Wednesday, so the Board's questions could be answered. Jamie will provide the Board with the State information at the Budget Committee meeting tomorrow so the Board will have time to review the information.

Commissioner Freund moved to adjourn. Motion seconded by Commissioner Colclessner. Motion passed unanimously. The meeting adjourned at 8:45 p.m.