

CORBETT WATER DISTRICT

APPROVED MINUTES

Regular Meeting: 7:00 P.M.

Tuesday, March 21, 2006
Corbett, Oregon

Commissioners Present: Malcolm Freund, Bob Gaughan, Bob Colclessor, and Marion Kirkham.

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

Audience Members Present: Dave Mysinger, Areta & Victor Schmidt, Jeff & Linda Hargens, and Donna Colclessor.

Chairman Freund called the meeting to order at 7:00 p.m. at the Corbett Fire Hall. He asked if any person present wished to address the Board. There were none.

Review / Approve Agenda.

Commissioner Colclessor moved to approve the agenda. Motion seconded by Commissioner Gaughan. Motion passed unanimously.

Approval of the Minutes.

Chairman Freund said the draft minutes had been handed out to each Commissioner for reference purposes. Chairman Freund reviewed the drafts and he noted that he wanted some changes made for clarification.

Financial Report.

Jamie Simms reviewed the financial reports with the Board. In order to stay within the budget amount for Material and Services only those items that are a necessity are being purchased.

Chairman Freund spoke with Richard Weill and the Stellar J legal matter was still under review. The decision will be made no later than March 30th, 2006.

Account No. 9365 has closed and is no longer in business. The water to the property has been turned off and locked by District staff. Commissioner Colclessor asked if the water to the property would remain off until the bill was paid. Frank said if it was a new customer we would have to provide them water service and legally go after the prior tenant. The water bill can not be transferred to a new owner.

Commissioner Colclessor asked if the check to Carte Graph was a yearly payment. Frank said it was a yearly upgrade for the software.

Commissioner Gaughan asked about the cost of the Yoshida project. Frank said Yoshida would pay for all time and material charges related to the installation of his new 2" meter for the restaurant across the Stark Street bridge.

Manager's Report

Engineering:

In the Board packet there were copies of the recent Lee Engineering bills. The Secretary / Treasurer of the Board would not approve any Lee Engineering invoices and she wanted them to go to the Board for approval. Frank does have a couple issues with the invoices. He was particularly upset about being charged for having a secretarial charge for an Engineer who is an engineer in training (EIT). Frank questioned the need of an EIT having a secretary. He has brought this issue up with Lee Engineering and they changed the amount from one category to another. Frank refuses to sign off on the invoice at this time because they have not satisfied his questions.

Chairman Freund received an email last night containing Lee Engineering's progress report for the month. He would like to receive this information ahead of time so the Board could review the document before the Board meeting. Frank has spoken with the Engineer on this matter.

Chairman Freund asked what Lee Engineering accomplished during the month of February. He said Lee Engineering had eight people working for the District according to the progress report. He questioned what those eight people had done, what they billed the District for, and what they had accomplished. Chairman Freund could not find much done, besides Brian Lee performing inspections. Frank said Phil Beverly was involved with the sand filter, while Brian Lee came to the District twice for inspections. Doug Baumgartner is the EIT who was at the District several times, and Russ Lawrence is a stream specialist. Frank questioned Mr. Lawrence's involvement with the Treatment Plant Upgrades because he had nothing to do with it. Frank thought it might be possible that Russ had been working on the intake passage although the work was not Board approved. He also thought it might be possible that Russ was billing for grant work. Chairman Freund read from a Lee Engineering bill the following "did a bunch of work and phone calls and research on grant." Frank and a community member did all of the grant writing. Commissioner Colclessler asked if Brian Lee had been asked to help with the grant writing. Chairman Freund responded no.

Frank referred to the 2006 contracts for the Hydraulic Study. Although this project has been on hold for quite some time, the District has already invested several thousand dollars into the study. Brian was asked to separate out the PRVs from the study so all that was left was to transfer the Carte Graph system to the District and a few minor details. The contract asks for an additional \$21,500 for the current budget year and another \$69,000 for the 2006-07 budget.

Frank recently found out that he can create the drawings and send them to the State for review for \$200. He is using the Reservoir No. 4 project as a test for creating his own drawings. The State Engineer would review the drawings and give it the stamp of approval. Frank is also considering using Rockwood PUD's in-house Engineer to review his drawings.

Frank believed that the only inexpensive engineering contract for 2006 was for the water line replacement on Christensen road. Frank has reviewed Lee Engineering's drawings and found them to be worthless because he questioned why there needed to be 9 hydrants on a road that only had a service line of 2,800' serving roughly eight homes. According to the Corbett Fire Chief a max of three hydrants would be sufficient. The drawings also called for the entire pipe along Christensen road to be replaced while only a portion of the pipeline was scheduled for replacement. Frank will continue to review the drawings and make an necessary changes.

The Board in general agreed to sit on these invoices until Frank was satisfied.

Chairman Freund asked about the time window for the Fish Passage to the South Fork. Frank said there would be a bigger window if the District provided an alternative temporary route through the structure. Chairman Freund asked if the cost for the temporary route would be worthwhile. Frank said it would allow for the District to extend the window by ten years. Commissioner Gaughan asked what the cost was to complete all the repairs now versus what it would cost ten years from now. Judging by the amount of work required, Frank estimated the cost to be \$100,000. Frank has some concerns because the property is owned by BLM and the culvert that needs to be removed was owned by Frank Lumber.

Water Treatment Plant Upgrades:

The computer at the Treatment Plant crashed and information for two days was lost. The computer did not page the staff to notify them the computer was not operating. This resulted in a minor violation because the data was missing for the required State reports.

Frank has spoken with the System Integrator who decided it would be best to replace the computer. The new computer had the same problems, but once the data logics card was removed the problem was solved. Frank said the District would not be paying for the new computer or the time involved to change out the computers. Frank will be installing the old chart recorder as a back up to the computer.

The monitor screen for the raw water flow meter failed. Frank has been having to estimate the flow.

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 required. 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 temperatures bacteria is not present in the water, which is slowing down the process to mature the filter pond.

Frank said that in prior year's as much as eleven gallons of chlorine was used in a single day to run the Treatment Plant. With recent changes to the plant chlorine usage has dropped to five gallons a day. In a given month the Treatment Plant once used as much as seven barrels of chlorine in a month and currently the plant uses four barrels. Frank is expecting the chlorine usage to continue to drop down to as low as two or three barrels a month once all the upgrades and modifications have been made. This same decrease can be noticed in the Sodium usage. Sodium is used for corrosion control. Frank summarized that less chlorine meant less disinfectant bi-products, and safer water.

Backflow Assembly Testing:

It has been three years since the last official backflow testing was completed. The crew has had several tests fail. A few backflows were installed improperly making them inaccessible to testing. The crew has currently tested over fifty percent of the backflow devices and they will be finished shortly. The billing software allows for the tracking of the testing results.

Future Issues:

The old white truck needs a new front end. Currently the truck is unsafe to drive.

Staff has started to locate the 10" main located at Reservoir No. 4. The main was found at a depth of 18". Frank is working on the drawings to send to the State for approval.

The bi-pass required for the Loudon tank has been figured out and two valves will have to be removed.

Correspondence.

Chairman Freund read the resignation of Commissioner Lee Wyatt to the Board. He said that this item would be discussed further under Items for Board Consideration.

Areta Schmidt and her son Victor Schmidt handed out a document to the Board requesting that they take ownership of Reservoir No. 1 once it becomes decommissioned. Reservoir No. 1 and 4 are both located on the Schmidt's property on Larch Mountain Road. Chairman Freund questioned if the District could legally transfer ownership of the tank to the Schmidt's.

Frank said the work on Reservoir No. 4 would begin in July or mid August. Once this work is complete Reservoir No. 1 will be taken off line. Frank spoke about meeting with the Schmidt's at a later time to discuss the required work to Reservoir No. 4 .

The Board will look into the Schmidt's request and consider their offer for the future. The Schmidt's thanked the Board for their considerations and left the meeting.

Customer Leak Adjustment Requests.

Chairman Freund explained that account No. 9475 recently had a water leak. This leak was repaired about a week after their meter was read for billing, so the leakage continued into a new billing cycle. The customer has received one leak adjustment but they are asking for another adjustment from the Board for the one week carryover on their new bill. Chairman Freund calculated that according to the Rules and Regulations the Board had the authority to authorize account No. 9475 an additional leak adjustment for \$43.20.

The Board in general agreed that the Rules and Regulations for leak adjustments were not fair and needed to be changed to become fairer. Marion Kirkham questioned the rules requiring the bill to be adjusted to the prior sixth month average when a leak occurred during the winter time and the prior six month average was taken from summer use when that usage was normally higher than their average winter time bill.

Commissioner Gaughan moved that account No. 9475 be credited \$43.20 for a leak adjustment. Motion seconded by Commissioner Kirkham. Motion passed unanimously.

Jamie explained that account No. 9250 repaired a water leak and had been given a leak adjustment upon the verification the leak had been fixed. The following month the customer had another pipe break. The customer had this leak repaired and District staff has verified the leak is fixed. It has been determined that he used 80,000 gallons in a short period of time. The customer will not receive his bill until the end of April, but he is asking that the Board authorize an additional leak adjustment, although he recently had been given a leak adjustment from the District Manager for a separate leak. After some discussion it was decided that the Board would not make their decision on account No. 9250 until the May meeting when the customer had received their actual bill.

Jeff Hargens commented that in the mid 1980s those folks that installed schedule 40 PVC pipe had developed material problems with the couplers on the pipe splitting. He recommended that if the multiple leaks were at the couplers that the entire line be replaced. Frank agreed with Jeff's findings.

Public Comment on Items Not Listed on the Agenda.

There was none.

Items for Board Consideration.

Chairman Freund said Lee Wyatt delivered her Secretary/Treasurer documents to the District office. These documents have been logged and filed away.

Commissioner Gaughan has spoken to Pete Bauer (Lee Wyatt's husband), who has assured Commissioner Gaughan that he and Lee were not mad at the Commissioners and they hoped the Commissioners were not mad at them.

Commissioner Colclessler moved to accept Lee Wyatt's resignation from the Board of Commissioners. He would also like a thank you letter written to Lee for her service on the Board. Motion seconded by Commissioner Kirkham. Motion passed unanimously.

Chairman Freund read the following from the newly adopted Board policy:

The Board established April 11th at 2:30 pm as the closing date to receive applications for a Board Commissioner to fill the vacated spot of Lee Wyatt. The notice will be posted at both stores, the Post Office, District office, and will be mail to the email list that receives notices for Board meetings. Interviews for potential candidates will be held at the next regular Board meeting on April 18th, 2006.

Chairman Freund pointed out an error on page three of the approved minutes for November 15th, 2005. The document states vision writer instead of vision rider.

Commissioner Colclessler would like for Frank to speak with Lee-Pace Engineering about the timeliness of receiving their monthly progress reports. He would like to have the reports the prior week of the regular Board meeting instead of the day before.

With no objections from the Board, Chairman Freund adjourned the meeting at 9:10 p.m.