

CORBETT WATER DISTRICT

APPROVED MINUTES

Special Meeting Approximately 8:00 p.m., after budget committee meeting **Tuesday, March 22, 2005**
Corbett, Oregon

Commissioners Present: Bob Colclessor, Lee Wyatt, Malcolm Freund, Ken Blanc, and Robert Gaughan.

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

Audience Members Present: Sue Fry, Torey Redfern, Donna Colclessor, Dick Wand, Ed Kalberg, Dan Graff, Marion Kirkham, Barb Adams, Dave Mysinger, Brian James, Dale Burkholder and Janet Helus.

Chairman Colclessor called the meeting to order at 9:00 p.m. at the Corbett Fire Hall.

Review / Approve Agenda.

Commissioner Gaughan moved to approve the agenda. Commissioner Freund seconded the motion. Motion passed unanimously.

Lee Engineering Award Bid For Headworks Project Phase 2 – Water Treatment Plant Upgrade / Notice to Proceed.

Commissioner Freund moved to finalize the bid to Clackamas Construction for the WTP Upgrades in the amount of \$1,103,473. Motion seconded by Commissioner Gaughan.

Barb Adams asked for an overview of the WTP upgrades. Chairman Colclessor said the first step was to build concrete filter pond No. 2, thus creating a future wall for ponds No. 1 & 3. Commissioner Wyatt said electrical upgrades required by the State would be performed. Frank spoke about water usage and corrosion control. The turbidity meter would also be relocated as per the sanitary survey.

Dave Tobie asked Frank on a scale of 1-10, 10 being good the condition of the water system. Frank replied 2.5, he said that pipes were suffering from corrosion. There was discussion of what should be done first, either fixing the piping or the WTP upgrades. Commissioner Wyatt said that the Board had chosen to fix the WTP first.

Dick Wand questioned pulling too much water out of Gordon Creek.

Barb Adams spoke about prior Board decision to replace pipe sections a piece at a time because of the expense involved.

Commissioner Wyatt said the draught had changed how to allocate resources. Commissioner Blanc said the District's system needed a lot of work. Commissioner Blanc said he was angry about the cost of the TP, but he understood the need to spend the money. He was glad that things were being done today that would make future expenses lower. He felt it was best to get the TP upgrades done and over with, and then focus on other projects, like getting another backhoe and start laying two lines of pipe.

Al Kimbley questioned the wording in the budget for the Headworks fund. Frank will check with TSCC, to see if the description could/should be changed.

Motion passed unanimously.

2005-2006 Wage / Step Scale.

Frank said the wage and step scale would be effective with the new budget. He said it was based on Portland's union wage scale. Frank said that this included COLA and pager pay.

Commissioner Wyatt asked Frank the cons to the wage and step scale. He did not feel that there were any at this point.

Commissioner Blanc asked where the current employees were at on the scale. Frank responded that the District Clerk (Jamie Simms) and Assistant District Clerk (Z Marsh) were both at \$15/hr. UWI (Zac Bertz) was at \$14.49 and UW AP (Kevin Moran) was at \$13.30.

Commissioner Wyatt spoke about Zac being at \$14.49, yet that was not a step on the proposed scale. Commissioner Blanc questioned ed Zac being at step 2. There was some discussion of the current step scale and the proposed scale.

Commissioner Wyatt questioned why Kevin Moran UW AP was hired at a step 4 level. Commissioner Freund said he would have to assume it was based on qualifications. Commissioner Blanc asked who decided each step level. Chairman Colclessler replied the District Manager. Commissioner Wyatt said she liked the scale but would like a description for each of the step levels. Chairman Colclessler said that the Board had hired Frank and he hires staff and sets the compensation for them.

Janet Helus asked about Zac and Kevin's level of certification. Neither have certification now, but they both will in a few months as Frank stated in the budget meeting.

Torey Redfern questioned if the current UW I, Zac was worth the recently resigned UW I, Gene Hubbard. Frank replied yes, that Zac had worked with Gene and now had all of Gene's knowledge of the system. Commissioner Wyatt said that Zac had more computer experience, but she still wanted to see the description / requirements for each steps definition. Torey questioned Gene's 5 years of experience versus Zac's 6 months.

Chairman Colclessler said that the prior wage and step scale had been created by an outside party, but over time the scale had been jacked up and it was now being brought back down to a Union scale.

Commissioner Wyatt said she wanted to know what an employee had to know to go from one step to another and if the employee did not meet the requirement for each category she would be looking at pulling them back into the correct category. Frank will work on the step descriptions.

Dan Graff questioned why the placement and line entries for Personal Service moved around over the last few years. Chairman Colclessler said those in prior years, when Superintendent Stark was at the District, Personal Services cost had been \$300,000.

Dan Graff questioned having staff size to match the funding available to perform projects. He spoke about prior employees and their level of certification. He also spoke about the District Manager's pay. Commissioner Freund said Frank made \$38,000/year and ~~had had~~ budgeted ~~for next year of~~ \$42,000 for next year. Dan Graff felt that prior employees had been run off. Lee Wyatt said there was no paper work

that said prior employees had been run off and she was not aware of any valid basis for such a claim from any of the said employees.

Chairman Colclessler said that former Water Treatment Plant Operator, Marc Caldwell had not been doing his job properly. He said that when Marc had previously been the Manager, he did not have the skills to manage the District. He felt that Marc fought everything and did not do things correctly. Torey Redfern and Dan Graff both made comments on Marc's defense.

There was some discussion on what Gene would have been paid if he had stayed at the Water District. Brian James questioned why a Board member knew how much Gene would be making when it was Franks decision. Commissioner Wyatt said that if Gene had chosen to stay she would have expected that he would have moved up to \$17.70/hr. Chairman Colclessler said that Gene knew his pay would be increasing to \$17.10/hr, which Chairman Colclessler believed was more than Gene is currently making before he left the District.

Commissioner Blanc questioned why the Board was considering individual salaries when it was up to Frank to make the decision. Commissioner Gaughan said he had known how much Gene would have been making because he had asked Frank his plans. He wanted to make sure Gene ~~was~~ would be making a reasonable wage. Chairman Colclessler commented that nobody on the Board wanted Gene to leave; everybody had hoped he would stick around. He felt that Gene had been learning the computer very well. Commissioner Wyatt agreed with Chairman Colclessler.

Commissioner Wyatt moved to table this topic until she could see a draft description of each step. Commissioner Blanc seconded the table. Passed unanimously.

Dick Wand asked if the newly hired employee's position had been advertised. Frank replied no, according to District bi-laws, SDAO, Boli and the District's labor attorney it was not required. He said that when Marc Caldwell and Gene Hubbard left he had received applications, which created an application pool for him to choose from. He liked Kevin Moran, who had water experience with the City of Beaverton. Frank had also checked on Kevin's references.

Commissioner Freund moved to adjourn. Motion seconded by Commissioner Blanc. Motion passed unanimously.

Meeting adjourned at 10:00 p.m.