

**CORBETT WATER DISTRICT
BUDGET MEETING
Written Summary
April 04, 2017**

Budget committee members present: Jeff Hargens, Robert Gaughan, Jack Garrison, Robert Churnside, Kevin Wilhelm, Sara Grigsby, Marianne Pietras, Dave Mysinger

Absent members of the Budget Committee: Kelly Piper, Fred Sanchez

Staff present: Jeff Busto, Shanti Burns, Candy Sutton

Audience members present: Malcolm Freund

Chairman **Dave Mysinger** called the meeting to order at 6:00 p.m.

APPROVAL OF THE AGENDA

Jack Garrison made a motion to approve the agenda, **Marianne Pietras** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Minutes of 3/21/17: **Kevin Wilhelm – 1st, Robert Churnside – 2nd** Motion to approve the minutes, passed unanimously.

Sara Grigsby – Question on what goes into minutes. **Shanti Burns** – explained that it depends on the discussion. Line item changes are noted in the minutes.

REVIEW OF PROPOSED BUDGET

General Fund Resources: **Shanti Burns** stated water sales based on average from past year. Important to underestimate revenue and overestimate expenditures. Base rate is \$25. Currently have 1054 active meters. Base rate changes based on meter size. Filter pond rate will go away in Feb. 2018. Line #7 changed from last meeting in draft approved budget column.

Personnel Services: Line #1 is based on salary that includes overtime. Not included in overtime line #10. Line #5 can be decrease to \$33,000 due to resignation of District Clerk. Line #8 increase for possible new District Clerk to \$18,600. Line #11 adjust for change in clerk for next meeting. Line #12 will include \$22,704 for possible unemployment claim.

Materials & Services: Line #2 increase to \$2500 for installing window in manager's office. Line #5, increase to \$6125 to allow for data backup system. Separate Chemicals & Lab Samples into separate line items. Change line #9 to include lab/hydro/engineer of record and adjust line #14. Chemical cost has increased. David is working with OHA on filing requirements. Once the sanitary survey is completed, David's cost will drop off. Recalculate for next meeting. Line #10 adjust to \$2500 compared to prior year actual. Line #22 reduce to \$12,000 comparable to prior year actual. Line #26 increased for maintenance of camera system installed, fencing. Currently have damaged fencing to be replaced at a reservoir. Line #25 Sanitary Survey actual survey in

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June, but not sure if invoiced prior to or after survey and when it will be paid. Shanti will verify where it should be budgeted.

Capital Outlay: South Fork work is completed. North Fork has no written agreement with ODFW yet, may in future have work to be done. Can only work on North Fork approx. 3 weeks out of the year. No plans to install any PRV stations. Meter cost added for end of life of meters. Have not had regular fire hydrant flushing program. Fire hydrants should be inspected and flushed yearly. The Fire Dept. has been flushing periodically 4-5 hydrants each year for the district. The clay valves to be the focus of the maintenance this year. Fire Dept. shares 50% cost of fire hydrant purchases and maintenance cost.

Next Board meeting April 18, 2017 at 6:00 p.m.

Sara Grisby thanked Shanti for her years of service to Corbett Water District.

Dave Mysinger – 1st, Marianne Pietras – 2nd. Motion to adjourn meeting. Approved.

Meeting was adjourned at 7: 25 p.m.