

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
April 18, 2017**

Board members present: Jeff Hargens, Robert Gaughan, Jack Garrison, Robert Churnside, Kevin Wilhelm

Staff present: Jeff Busto, Candy Sutton.

Audience members present: Malcolm Freund, Marianne Pietras, Adam Pomante, Henry Fong, Leigh Moss, Gail Griffith, David Jacobs

Chairman **Jeff Hargens** called the meeting to order at 7:35 p.m.

APPROVAL OF THE AGENDA

Jack Garrison – 1st, **Robert Churnside** – 2nd, Motion to approve, unanimously approved.

APPROVAL OF THE MINUTES

No draft minutes available for approval. All will be included in next board meeting.

LEAK ADJUSTMENTS

1375-02: **Jeff Hargens** – 1st, **Jack Garrison** - 2nd, Motion to adjust to 6 month average; 6 units with homeowner adding needed insulation.

1435-00: **Jeff Hargens** - 1st, **Jack Garrison** - 2nd, Motion to adjust to 6 month average; 19 units.

2535-00: **Jeff Hargens** - 1st, **Kevin Wilhelm** - 2nd, Motion to adjust to 29 units. Finalize leak adjustment at May 16 board meeting. Customer does not need to attend the May 16th meeting.

3020-00: & 3021-00: On hold for Jeff Busto to verify current standing on the lines. No late fees while under investigation.

ORDINANCE 2017.04.01: CROSS CONNECTION

This is the second reading of the Cross Connection. Per requirement has been published in the newspaper. Anyone wanting to read it, it is available at the Corbett Water District.

RESOLUTION 2017.04.02: ON CALL COMPENTATION

Jack Garrison -The resolution will be included in the personnel policy manual. Increased the 30 minutes radius. Emergency call out on ¼ hour pay, if additional staff needed will revert to standard overtime policy. Personnel policy manual will be updated when approved. 6 month audit will be done. **Jeff Busto** - Increased the 30 minutes radius.This will be implemented on the next pay period-May.

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VARIABLE BASE RATE

Jack Garrison - The country recommended a variable base rate for those outside of the district. Question has come up if we can by policy charge this. There is a current resolution. Other district use a 2 times base rate charge. This is a standard formula. Currently have a resolution that will need to be changed. Variable base rate was approved and letters sent to all customers out of the District. **Jeff Hargens** – Shanti has contacted County & State regarding this issue. Recommend that the District Manager contact the Oregon Dept of Revenue to confirm the variable base rate. Tabled until next meeting.

MONTHLY REPORTS

Secretary/Treasurer Financial Report: Jack Garrison – No actual financials this month. The checks are okay. January's had 3 questions that have been answered, so completed. March has been deferred to next month.

Manager's Report: Jeff Busto read the following report:

- The District has received three applications for new water service connections, all are 5/8 domestic meters. One is involving a main extension totaling 400 feet. The customer is hiring a contractor to complete the permitting and construction, under the districts supervision. Totaling a gross revenue of \$15,000.00 to the District for all three service connections.
- The filter pond #1 is currently off line. Weather permitting it will be cleaned and placed in ripening mode this week. The Treatment Plant and NF intake have been relatively trouble free as we continue to make improvements to the infrastructure, and repair electrical deficiencies.

SF intake is in need of repairs and transmission line maintenance before it can be put into service. Logging operations continue. We are keeping a close eye on erosion control measures. The contractor has been very accommodating, in allowing access to the Treatment Plant and Watershed

- The front office is working to transition smoothly with the recent changes in personnel. There was a glitch with the last billing cycle. Many payments were not received until after the due date. This was a USPS issue, they have hopefully resolved the problem. All of our customers who had legitimately paid on time have been treated fairly and no late fees were levied against their account.

Jack Garrison-Who is paying the cost of the pipe? **Jeff Busto** –Customer is paying the cost. Does not include engineering on main extension. The District will do the testing. **David Jacobs**-

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Does this include engineering? There is an additional charge of \$0.40 per foot on main extension cost to the customer to cover cost of engineering above the original \$5000 charge.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Malcolm Freund-How can the past manager be paid through 4th Quarter and receiving unemployment. **Jeff Hargens**-District submitted paperwork to SDAO. SDAO filled out all paperwork and submitted to State. State took everything into consideration and set a March 31st expiration of benefits. **Jack Garrison**-commented that there was no clear information on what was reported by the District and SDAO to the State for determination of benefits. Paperwork was signed by the District. Timeline was facts. OSHA issue up at the treatment plant, no board member had anything to do with it. **Jeff Hargens**-commented that the paperwork was filled out by SDAO. A timeline of information can't be sent to board members via email received from Jack Garrison. Timeline should have gone back to first of May. There was a accusation of wrong doing by two board members. **Robert Churnside**- Started when you threatened to his face that you wanted to get rid of him. You don't threaten someone you are going to dump them and make their life miserable. You just need to tell them their services are no longer needed.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

No comments were made.

Jeff Hargens made a motion to adjourn the meeting, **Robert Churnside** seconded, passed unanimously. Meeting adjourned at 8:34 p.m.