

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
April 20, 2010**

Board members present: Jeff Hargens, Sonny Boyd, Robert Gaughan, Robert Churnside, (Victor Schmidt arrived at 7:05 p.m.)

Staff present: James Jans, Shanti Kraai.

Audience members present: Robert Colclessler, Brian Lee.

Chairman **Jeff Hargens** called the meeting to order at 6:30 p.m.

APPROVAL OF THE AGENDA

Robert Gaughan made a motion to approve the agenda as written, **Robert Churnside** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Robert Gaughan made a motion to approve the minutes of March 16, 2010, **Sonny Boyd** seconded, passed unanimously.

Robert Gaughan made a motion to approve the minutes of the budget committee meeting held on April 6, 2010, **Sonny Boyd** seconded, passed unanimously.

PACE ENGINEERS: HYDRO UPDATE; RESERVOIR 2; FILTER POND 3

Hydro Update: **Brian Lee** states Mead & Hunt has not responded to his phone calls, therefore we will not be using their services. He states there is a local firm that he would like to conduct business with in the future for the hydro generator. **Jeff Hargens** states he would like the claval representative, Mike Maloney, to attend a meeting after we receive their report in order discuss our options. **Robert Churnside** would like to see pictures of what the project entails, such a vaults and the amount of space needed. **Brian Lee** states the building needed will only be about 10' x 4'.

Reservoir 2: **Brian Lee** states that the survey has been completed, as well as the legal descriptions for the access to the reservoir. He has presented the legal descriptions to James Jans, who may now speak with the property owner in order to get their agreement, then record the information with Multnomah County. **Brian Lee** states the specs and drawings are about 75% finished. He will send the specs to the representative at the Special Districts Association of Oregon, as well as providing them to the board for review. The project will be able to begin at the end of July or beginning of August. The board would like James Jans to review the plans to see what can be done in house before we go out for bid.

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PACE ENGINEERS: HYDRO UPDATE; RESERVOIR 2; FILTER POND 3 – (Cont.)

Filter Pond 3: The district has been having trouble with skimming filter pond 3. **Brian Lee** states that the crew was disturbed at how fast the filter pond is disintegrating. **Jeff Hargens** would like to have the board view the filter pond prior to any decisions. **Brian Lee** states he would like to be present during the viewing. **Jeff Hargens** would like to have the job excavated by local contractors in order to save money and put out the concrete package for bid.

RESOLUTION 2010.04.20: EMPLOYEE STEP INCREASE TIMELINE

Jeff Hargens read resolution 2010.04.20 regarding the employee step increase timeline. **Jeff Hargens** feels this resolution is beneficial to the district so the payroll does not drastically increase in a short amount of time. **Sonny Boyd** made a motion to approve resolution 2010.04.20, **Victor Schmidt** seconded, passed unanimously.

BUREAU OF LAND MANAGEMENT LEASE AGREEMENT

The lease agreement for North Fork, South Fork and the Treatment Plant was distributed to the board of directors. James Jans would like the board to be aware that the lease will be ending in the year 2012.

FDIC WATCHLIST

West Coast Bank was issued an order to cease and desist on October 15, 2009. They are also one of the lowest rated banks according to bankrate.com. **Jeff Hargens** states we could put our money back into the Local Government Investment Pool, however the funds will not be insured. He states that West Coast Bank is the only bank with the CDARS program. He states he will review this issue and would like to discuss it more at the next regular board meeting.

MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Sonny Boyd** would like to know what the electronic funds transfer was for on March 3, 2010. The transfer was for the February 2010 federal, social security and medicare payment. **Sonny Boyd** made a motion to accept the financial reports as presented, **Victor Schmidt** seconded, passed unanimously.

Managers Report: Distribution System: **James Jans** read as follows: The crew has completed the register replacements of TouchRead cubic foot meters in routes 1, 2 and 3. The phone company has finished pushing services over to the new main on Hurt Road. Wand Road has a couple more services and Northway has been flushed. After the BT samples come back we will tie in the seven short services, then we will be ready to start on Rickert Road in the middle of May. We are tying up some loose ends on the old 6" steel main near the high school this Friday, which will complete the abandoning of the old 6" steel line on E. Historic Columbia River Highway between the School and Evans Road. Cabbage Hill reservoir has very rusty pipe, which we have patched temporarily with fiberglass. I spent some time with Brian Lee from Pace Engineers and we talked about the hydro project. He will report his latest results under his part of the agenda.

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MONTHLY REPORTS – Managers Report – (Cont.)

Treatment Plant: While upgrading the chlorine injection port earlier this month, an operator had turned off the inlet valve to the chlorine pump which caused the treatment plant to produce water that was not being chlorinated for quite some time. This caused the water quality to not meet the required contact time in the clear well for the Health Department. The reservoir and distribution system had always met the minimum free available chlorine (FAC) but the Health Department has required that we file the paperwork for a Tier 2 violation. That notice will be mailed to all the customers along with the water bill next week. As noted in the notice “this situation does not require that you take immediate action, as our customers, you have a right to know what happened, what you should do, and what we are doing to correct this situation.” I have discussed this violation with the crew and they all understand the circumstances of not meeting the required water quality standards.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

No public comments.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

Victor Schmidt would like to have a detailed discussion on prioritizing projects that need to be completed.

Victor Schmidt made a motion to adjourn the meeting, **Robert Gaughan** seconded, passed unanimously. Meeting adjourned at 7:40 p.m.