

**CORBETT WATER DISTRICT
REGULAR MONTHLY BOARD MEETING**

Chairman Ed Kalberg called the meeting to order at 7:00 p.m. Board members Ken Blanc, Jeff Grover, Steve Wilson and Henry Schwartz were present. Also present were Superintendent Randy Stark and District Clerk Kathie Cicerich.

Community members present were: Gordon Fulks, Mr. & Mrs. Bob Colclessor, Barb Adams, Torey Redfern, Marc Caldwell, Mr. & Mrs. Jim Mastne, Dave Tobie, Chris Winters, Don Sturm, Bruce Reiter, Bob Speybrock and Barb Gideon. Brian Lee and Phil Beverly from Lee Engineering were also present. There were a few people in the audience that were not identified.

REVIEW AND APPROVAL OF AGENDA

Ed Kalberg passed out a paper to the individual Board members and asked them to look it over for possible discussion at the June Board meeting. Ken Blanc moved to approve the agenda. Board members voting for the motion were Ed Kalberg, Jeff Grover, Steve Wilson, Henry Schwartz and Ken Blanc. Motion passed unanimously.

APPROVAL OF MINUTES

Jeff Grover moved to approve the minutes from the April 8, 2003 regular Board meeting. Board members voting for the motion were Ken Blanc, Steve Wilson, Ed Kalberg, Henry Schwartz and Jeff Grover. Motion passed unanimously. Next, Steve Wilson moved to approve the minutes from the April 8 2003 Budget meeting. Board members voting for the motion were Ken Blanc, Ed Kalberg, Jeff Grover, Henry Schwartz and Steve Wilson. Motion passed unanimously.

FINANCIAL REPORT

Kathie Cicerich went over the April 2003 payables and receivables. Year to date expenses were also discussed. Ed Kalberg passed out a five- page packet labeled "Schedule of Cash Reserves", to the Board and District Clerk Kathie Cicerich. He asked Mrs. Cicerich if she had seen these papers before. Mrs. Cicerich said the last three pages looked familiar but pages 1 and 2 she had not seen before. Mr. Kalberg said this handout was an addendum to the financial report.

MONTHLY WORK REPORT

Mr. Stark briefed the Board on work projects and leak repairs performed in April 2003.

- ☺ Surveyor completed survey at treatment plant site and monuments have been set.
- ☺ The crew is busy clearing the boundary line in order to have a new fence put up.
- ☺ Paper work has been signed for BLM for new boundary and will be recorded once BLM's process is completed.
- ☺ The pressure-reducing vault on Larch Mtn. Rd. and Deverell has been temporary repaired.
- ☺ The crew has been mowing and clearing brush at reservoir site's 1,2, 4 & 5.
- ☺ A new meter service was installed on E. Hist. Col. Rvr. Hwy.
- ☺ A porta-potty was installed at the treatment plant until improvements are made.

AUDIENCE AND BOARD MEMBER COMMENTS NOT ON THE AGENDA

Not at this time.

RESERVOIR PROJECT UPDATE

Brian Lee passed out the April 2003 reservoir project progress report. The design drawing and specifications are now 95% complete. The Multnomah County Planner verbally stated the permits are complete as of April 28th, 2003 and a public hearing has been set for June 20th, 2003. The Sanitarian is still working on the permits required from Multnomah County for the holding tank at the treatment plant site. Several attempts to contact the Sanitarian have been made but there has been no response. A letter was received from BLM, approving the amendment to the lease. The surveyor has placed iron rods at the treatment plant site.

The City of Gresham is requiring a site specific Seismic Hazard Report and Lee Engineering is currently obtaining a price quote from Cornforth Consultants for this report. Lee Engineering has asked BLM for permission to clear brush for a firebreak one hundred feet around the current and future control building at the water treatment plant site. A second request is to build a fire truck turn around on Donahue Road across from the water treatment plant site. Fire Chief Tom Layton from District 14 requested the fire truck turn around. These two requests are for off-lease improvements and Stu Hirsh with BLM is confident these requests will be approved.

A meeting with Multnomah County has been schedule for May 21st, 2003. This meeting is needed to process the grading permits for the two soil disposal sites. A company called Tideflex will be helping LEI in the design of the reservoir interior piping. Tideflex has several computer models that show the flow of patterns inside various different types of reservoirs. Construction cost for the reservoir is approximately \$1,100,000, but with the current economy , the cost might be lower.

Upcoming work for May is to complete the design drawings and specifications. Plans and specifications will be submitted to agencies that are requiring them for review. Preparations will continue on the Community Service Use Permit public hearing on June 20th, 2003. LEI will also complete the permit packets in time to attend the May 21, 2003 meeting with the County. LEI is hopeful they will have all the permits back and ready to advertise some time in mid July, which would lead to bid opening at the beginning of August 2003.

TREATMENT DESIGN AUTHORIZATION

Phil Beverly from Lee Engineering presented a list of twelve water treatment plant upgrades and improvements with cost estimates. .

No.	Item	Total Amount	Option A	Option B
1.	Influent Control Structure	\$100,000	\$ 100,000	\$ 100,000
2.	Filter Media Replacement	\$207,690	--	--
3.	Effluent Manholes	\$ 56,700	\$ 56,700	\$ 56,700
4.	Master meter Replacement	\$ 6,750	\$ 6,750	\$ 6,750
5.	Chlorine Feed System	\$ 25,000	\$ 25,000	\$ 25,000
6.	Clearwell, Etc.	\$ 11,350	\$ 11,350	\$ 11,350
7.	PH Control	\$ 14,460	\$ 14,460	\$ 14,460
8.	Plant Automation	\$273,930	\$ --	\$ --
9.	Turbidimeters	\$ 34,730	\$ 34,730	\$ 34,730
10.a	New Building	\$176,660	\$ 176,660	--
b	Add Onto Existing Building	\$ --	\$ --	\$ 100,500
11.	Generator	\$198,450	\$ --	\$ --
12.	Fencing	\$ 30,620	\$ 30,620	\$ 30,620

Mr. Beverly went over the above listed items. The function of the influent control structure is for water to bypass the treatment plant when it becomes dirty. The filter media replacement is for filter number two. This filter pond is not working well for several reasons, one example is the wrong kind of sand was used. On the discharge of each filter is a manhole that enables dirt to fall in the drinking water. The master meter needs replacement. When the reservoir is constructed at the treatment plant it would be beneficial to have the capability to feed chlorine before and after the clearwell. On the existing clearwell chlorine contact chamber, the piping isn't working correctly. The PH control is to cut down corrosion on pipes. The plant automation item is to completely automate the plant, which includes computerization that will enable operation of the treatment remotely. Turbidimeters are used to monitor the production of water quality from each filter. A new chemical feed building is being proposed because the current building is inadequate. There are chlorine vapors coming out of one room into the room that houses the instrumentation, which has a negative effect on the gears and instrumentation. The current emergency generator is not big enough to run the plant. It is recommended to fence the whole treatment plant once the reservoir is built.

The total funding for the reservoir and treatment plant upgrades is \$1.8 million and all but three of the twelve items listed can be accomplished within the budget. Mr. Beverly said the three items excluded are the media replacement on filter #2, plant automation, and the generator. Mr. Kalberg asked Mr. Beverly what method he used to prioritize the twelve items and he replied it was based on labor savings, cost saving, and quality of water. Mr. Beverly said the proposed \$198,450 for a new generator could be reduced by \$20,000 to \$30,000 if the generator was placed outside the treatment plant building. Steve Wilson said he wanted to wait until the bids came in for the reservoir to see how much money would be left for treatment plant upgrades. Conversation continued around the treatment plant upgrades with the generator being the main focus. Steve Wilson requested to have any information and or handouts from the Engineers in advance of the Board meeting in order to look it over before hand.

Audience comments pertained to the generator, plant automation, replacing the sand on filter #2, new building and manhole covers. Comments also included the purposed high prices for these items that Mr. Beverly quoted.

The regular board meeting temporary adjourned at 8:10 pm to hold the Budget hearing for 2003-2004. Ed Kalberg reconvened the regular Board meeting at 8:35 p.m.

HURLBURT ROAD PROJECT UPDATE

Landis & Landis started construction May 8, 2003 and have installed nearly 2000 feet of pipe on Ellis Road. The mainline installation should be completed this week and meter services should be completed by next week. District Employee's will then switch meters to the new line after the main has been disinfected, flushed, and passes a bacteria test. Customers will probably be out of water for an hour or less when the crew switches meters over to the new line.

Steve Wilson asked if Multnomah County required an erosion control permit on this project, with Mr. Stark answering yes. Mr. Stark said on the next project he is going to make sure to apply for this permit early and will then challenge the County on requiring an erosion control permit. Mr. Stark said there is no reason for the County to require this type of permit on a job where the road permit already sets the conditions for operation.

HEALTH INSURANCE OPTIONS

At the April 2003 budget meeting, the budget committee approved the budget for health insurance at \$60,000. Mr. Kalberg suggested reducing the health insurance from \$60,000 to \$50,000 and asked that the Superintendent and staff decide how to come in at, or below \$50,000. Open enrollment ends June 1st, which means the staff will need to decide on what option before the June 10, 2003 Board meeting.

Conversation continued about the different medical plans offered through Lifewise. Steve Wilson said he was leaning toward keeping the health insurance budget line item the same as 2002-2003 or even decreasing the amount by raising deductibles. Gordon Fulks suggested setting the health insurance cost on an area average.

Jeff Grover made motion to reduce health insurance on page two, line 11 from \$60,000 to \$50,000 and to increase system improvements on page 4, line 3 from \$239,012 to \$249,012. Board members voting for the motion were Henry Schwartz, Steve Wilson, Ed Kalberg, Ken Blanc and Jeff Grover. Motion passed unanimously.

Ken Blanc said he could not find the cost of living policy in the Board policy handbook, but in the Employee's handbook it notes that a cost of living increase shall be considered, not guaranteed. Steve Wilson said the Board's intent was to have another insurance plan with a higher deductible, but instead the Board is giving the staff the opportunity to select the health insurance plan of their choice in order to be under the budgeted \$50,000.

AUDIENCE COMMENTS

Barb Adams said she enjoyed having the Board meeting at the Fire Hall. Bob Colclessor said the audience had a lot of input tonight and it should give the Board some direction.

Ken Blanc moved to adjourn the meeting at 9:30 p.m. Board members voting for the motion were, Henry Schwartz, Steve Wilson, Ed Kalberg, Jeff Grover and Ken Blanc. Motion passed unanimously.