

CORBETT WATER DISTRICT APPROVED MINUTES

Regular Meeting: After Budget Hearing (7:00 p.m.)

Tuesday, May 17, 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: Torey Redfern, Donna Colclessor, Dick Wand, Sharon Wand, Dan Graff, Tom Layton, Brian James, Dale Burkholder, Janet Helus, Marion Kirkham, Dave Mysinger, Dan Marsh, Ed Kalberg, Clint Davis, Judy Dufresne and Troy Falconer.

Chairman Colclessor called the meeting to order at 7:03 p.m. at the Corbett Fire Hall.

Review / Approve Agenda.

Chairman Colclessor added Resolution 2005.05.01 as item 6A.

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

Approval of the Minutes.

(The actual minutes have been adjusted to reflect the amendments/corrections as discussed and approved by the Board of Commissioners.)

Commissioner Wyatt moved to approve the March 1, 2005 budget committee meeting minutes as amended. Motion seconded by Commission Freund. Voting for the motion were Commissioners Colclessor, Wyatt, Freund and Gaughan. Voting against the motion was Commissioner Blanc.

Commissioner Wyatt moved to approve the March 15, 2005 budget committee meeting minutes as amended. Motion seconded by Commissioner Freund. Motion passed unanimously.

Commissioner Freund moved to approve the March 22, 2005 budget committee meeting minutes as amended by Commissioner Wyatt. Motion seconded by Commissioner Wyatt. Voting for the motion were Commissioners Colclessor, Wyatt and Freund. Voting against the motion were Commissioners Blanc and Gaughan.

Commissioner Gaughan moved to approve the April 6, 2005 budget committee meeting minutes. Motion seconded by Chairman Colclessor. Voting for the motion were Commissioners Colclessor and Gaughan. Voting against the motion was Commissioner Wyatt. Abstaining from the vote were Commissioners Freund and Blanc.

Commissioner Wyatt moved to approve the regular Board minutes for March 15, 2005 as amended. Motion seconded by Commissioner Gaughan. Motion passed unanimously.

Commissioner Wyatt moved to approve the special Board meeting minutes for March 22, 2005 as amended. Motion seconded by Commissioner Gaughan. Motion passed unanimously.

Commissioner Wyatt moved to approve the regular Board minutes for April 19, 2005 as amended. Motion seconded by Commissioner Freund. Motion passed unanimously.

Commissioner Gaughan moved to approve the April 6, 2005 budget committee minutes. Motion seconded by Commissioner Blanc. Motion passed unanimously. (This motion was passed at the end of the meeting)

Financial Report.

The District Clerk stated the financials included a list of all approved purchase orders and 'Transaction List by Vendor' reports. There was also discussion of the 'Budget vs. Actual.'

The District Clerk reviewed the following information with the Board:

Reservoir # 4: Engineering was budgeted at \$45,660, and repainting was budgeted at \$127,314, for a total project cost of \$172,974. Repainting change orders amounted to \$35,855, bringing the total cost to \$208,829, a 21% increase over the original budget.

Reservoir # 6: Engineering was budgeted at \$190,060 and the construction budgeted was at \$650,313, for a total project cost of \$840,373. Engineering change orders amounted to \$37,170, and construction change orders amounted to \$67,862, bringing the total cost of the project to \$945,405, a 12.5% increase over the original budget.

WTP Upgrades: Engineering is budgeted at \$204,840, and upgrades are budgeted at \$1,103,473, for a total project cost of \$1,124,109.

District Manager Work Report.

The District Manager reviewed the following information with the Board:

Treatment Plant: The tracer study has been completed. Filter pond 2 has been drained and taken offline.

Treatment Plant Upgrade Phase II: Clackamas Construction has started work on the access road and is currently installing the new inlet pipe for the three ponds.

Distribution System: Permits are progressing forward for the repair work needed on the South Fork intake. Leaks were repaired on Mershon, Hist. Col. Rvr. Hwy. and Rickert roads.

Tom Layton asked Frank for a time line as to when the Larch Mtn. / Deverell hydrant would be installed. Frank will install the hydrant once the Mershon tank is back online. Tom also asked if the Yoshida project included new hydrant installations. Frank will install a hydrant close to Dabney State park and another at Yoshida's restaurant.

Janet Helus asked about the effect of having the Mershon Reservoir offline had on the hydraulic study. Frank said the data had been gathered before the tank was taken offline.

Old Business.

Doug Geller Request

Commissioner Freund said documentation of Board meeting attendance could verify part of Doug Geller's request for 'Per Diem' pay when he served on the Board of Commissioners. This amount would help Doug pay for a babysitter. 'Per Diem' pay is authorized per the rules and regulations of the District.

Commissioner Freund directed staff to research the number of meetings Doug had attended in his tenure. Chairman Colclessler said Doug had served on the Board from July 1st 2003 until May of 2004.

Commissioner Freund moved the District pay Doug Geller \$10 for every Corbett Water District Board meeting Doug had attended while in the position of a Commissioner. Motion seconded by Commissioner Wyatt.

Commissioner Wyatt asked for the original request amount. Chairman Colclessler said it was \$920.

Commissioner Blanc asked what legal council had recommended. Chairman Colclessler spoke with the District's Attorney who said the Board could approve, modify or reject Doug's request.

Commissioners Blanc & Gaughan both felt the reimbursement request should have been submitted in a timely matter, not waiting until he had been denied a second leak adjustment.

Dave Mysinger asked if prior Board members had requested 'Per Diem' pay. Chairman Colclessler has been paid 'Per Diem' pay to attend two meetings at Lee Engineering.

Commissioner Wyatt asked the Policy and Procedures Board Committee what they had recommended in the draft policy. Barb Adams said the Committee recommended that no Commissioner be allowed 'Per Diem' pay. Commissioner Freund read from the Board Policy Manual the rules for Board member reimbursements. Janet Helus said there was no required minimum list of duties or an expiration date for Commissioner reimbursements.

Tom Layton asked if 'Per Diem' pay was in place of mileage reimbursement and if mileage was paid out at the volunteer rate of \$.14 per mile. Chairman Colclessler said no, mileage was a separate reimbursement.

Voting for the motion was Commissioner Wyatt. Voting against the motion were Commissioners Colclessler, Freund, Blanc and Gaughan.

Board Vacancy Policy

Chairman Colclessler said this item would be handled by the Policy and Procedures Board Committee.

Information Request.

Chairman Colclessler said there had been communication between the district's attorney and the parties involved and Chairman Colclessler considered the matter closed.

Janet Helus asked if the District Manager could have the authority to call a Board member to approve an information request.

Commissioner Wyatt moved to follow the recommendation and advice and to let the district's attorney handle this. Motion seconded by Commissioner Freund.

Commissioner Blanc commented that the community should know the rules and regulations but saying to follow the advice of the attorney may not keep the entire community informed.

Janet Helus asked if a Board member would always have to sign off on an information request. Chairman Colclessor replied yes, the current policies would be followed.

Janet Helus asked about fees related to draft minutes. In the past folks had received free copies of draft minutes via email. She questioned why the rules for fees had changed. Commissioner Freund said the rules had not changed and tonight's meeting was a perfect example as to why draft minutes were not passed out ahead of time because drafts were incomplete. He said the minutes going out as a draft had been thrown in the Board's face, so therefore draft minutes will not go out, and the minutes that do go out to the public will be the approved minutes. If someone wants minutes prior to their approval then there is a fee.

Commissioner Wyatt said it was her understanding that this had been the attorney's direction to the Board.

Resolution 2005.05.01- Adopting Public Contracting Rules and Prescribing Rules of Procedure For Public Contracting.

Chairman Colclessor read the Resolution to the Board. Items 2 and 3 were removed from the Resolution.

Commissioner Freund moved to adopt Resolution 2005.05.01 'Adopting Public Contracting Rules and Prescribing Rules of Procedure for Public Contracting.' Motion seconded by Commissioner Wyatt.

Commissioner Freund said this contract would allow the Board to hire a new auditor for the District. This Resolution is required because as of March 1, 2005 the rules had changed.

Commissioner Blanc asked about exhibit A. Chairman Colclessor said Exhibit A still needed to be created.

Motion passed unanimously.

Employment Contract District Manager.

Commissioner Wyatt said a draft document had been given to Frank Sterzinar to review, but the document had not been an actual contractual offer.

The Board went over the contents of the document and changes were made. Commissioner Wyatt will incorporate the Board's opinions and suggestions into the new draft for the Board to review and on approval of Board members, Chairman Colclessor would get the contract signed before the next meeting.

Update From the Policy & Procedures Board Committee.

Barb Adams said the Committee work was finished. Deb Simone and Barb are working on compiling the whole draft for the Board to review.

Update From the Contract Inventory Board Committee.

Brian James said the Committee was meeting every Thursday at 7:00 p.m. at the District Office. He felt the Committee was making a lot of progress.

Public Input NOT on the Agenda.

Clint Davis said he appreciated the Board's work. He questioned if the Board had authorized any of the political flyers he had received. Chairman Colclessner said he had authorized the "Concerned Citizen" flyer that had been mailed out to folks in the community. Commissioner Wyatt read from a disclosure on the bottom of a flyer. She also told Clint she would talk privately with him over this matter.

Clint asked the Board if they felt the information in the political flyers to be true. He said that if it was true it would change his confidence in the current Board.

Commissioner Wyatt said she has had a lot of people ask her how she could have withstood everything. Again, she offered to sit down with Clint at her house to privately discuss his concerns. She said that regardless of her being on the Board she had one goal – for the community to heal. Chairman Colclessner said to act in our Christian responsibility and to go to each other and treat each other right.

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

Meeting adjourned at 10:40 p.m.