

**CORBETT WATER DISTRICT
DRAFT, REGULAR MEETING OF THE BOARD
Written Summary
May 23, 2017**

Budget committee members present: Jeff Hargens, Robert Gaughan, Robert Churnside, Kevin Wilhelm, Dave Mysinger.

Absent: Jack Garrison

Staff present: Jeffrey Busto, Candy Sutton.

Audience members present: Malcolm Freund, David Jacobs, Gordon Fulks, Shio Uyetake, Frank Motley, James Woodward, Gail Griffith, Jodi Woodward

Chairman **Jeff Hargens** called the meeting to order at 6:25 p.m.

APPROVAL OF THE AGENDA

10-A. Secretary/Treasurer report will be tabled due to Jack Garrison being absent.

Robert Churnside - 1st, Kevin Wilhelm – 2nd, Motion to approve, unanimously approved.

APPROVAL OF THE MINUTES

Minutes of February 9, 2017: **Jeff Hargens** would like included that Spencer Rockwell was present by phone after going into executive session. **Robert Gaughan** made a motion to approve the minutes as modified, **Kevin Wilhelm** seconded, passed unanimously.

Minutes of February 16, 2017: **Jeff Hargens** would like included that Spencer Rockwell was present by phone after going into executive session. **Jeff Hargens** made a motion to approve the minutes as modified, **Robert Gaughan** seconded, passed unanimously.

Minutes of March 14, 2017: Correct the addition of “O” to SDAO. **Jeff Hargens** commented that it was a different format to get use to but did not mind. Correct so that all names are listed with first and last names. **Jeff Hargens** made a motion to approve the minutes as modified, **Robert Gaughan** seconded, passed unanimously.

Minutes of March 21, 2017: Corrections on page 3, addition of last names. **Kevin Wilhelm** made a motion to approve the minutes as modified, **Robert Churnside** seconded, passed unanimously.

Minutes of April 11, 2017: **Jeff Hargens** made a motion to approve the minutes, **Robert Churnside** seconded, passed unanimously.

Minutes of April 18, 2017: **Kevin Wilhelm** made a motion to approve the minutes, **Robert Churnside** seconded, passed unanimously.

LEAK ADJUSTMENTS

2535-00 – **Jeff Hargens – 1st, Kevin Wilhelm – 2nd**, Motion to adjust March/April 2017 to 29 units.

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3020-00 – **Jeff Hargens** - 1st, **Kevin Wilhelm** - 2nd, Motion to adjust January/February 2017 to 23 units.

3021-00 - Questions: What is the \$627.25 Adjustment for? No usage? Jeff Busto to investigate when he gets back to the office. No adjustment at this time, Jeff Busto confirms this line is shut off and locked out, until backflow device is replaced.

7240-00 – **Jeff Hargens** - 1st, **Kevin Wilhelm** - 2nd, Motion to adjust January/February 2017 to 8 units.

8020-00 – **Jeff Hargens** - 1st, **Kevin Wilhelm** - 2nd, Motion to adjust January/February 2017 to 36 units.

1550-01 – This account was not on the agenda, but customer was in audience. Came forward to ask for an adjustment, brought sheets to show usage. **Jeff Hargens** - 1st, **Kevin Wilhelm** - 2nd, Motion to adjust November/December 2016 to 17 units, January/February 2017 to 16 units, March/April 2017 to 17 units.

Meter accuracy

This is included in the District Manager’s report below.

Ordinance 2017.04.01

Jeff Hargens stated that the second reading was posted in the Outlook. This ordinance replaces Ordinance 2009.05.19 Cross Connection.

Variable base rate

This is included in the District Manager’s report below.

Lowe’s community grant

Candy Sutton stated that 4 customers have submitted and received grant money from the toilet rebate program. **Jeff Busto** stated that the customers are not eligible for the Lowe’s community grant per the program. Currently Lowe’s offers a discount on toilet purchase. **Jeff Hargens** stated that this should be changed from listing as Lowe’s community grant but would like to wait until Jack Garrison & Marianne Pietras were present. Tabled until next month.

MONTHLY REPORTS

Secretary/Treasurer Financial Report: Tabled until next month due to Jack’s absence.

Manager’s Report: District Manager **Jeff Busto** read as follows:

- The meter replacement program is scheduled to begin in June 2017. Twenty pilot meters have been purchased and will be installed, our current meters are catastrophically failing. This will provide us with a test base for determining the accuracy of our current meter population. We will then move forward accordingly to replace the entire districts domestic and irrigation

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meters. This will dramatically increase our revenue generated from water sales.

- The variable base rate is still under investigation by the State of Oregon. We will proceed with board approval when an answer is finalized by the State.
- The field crew has been shorthanded for the last three months with illness's and absences, which has put our summer schedule for maintenance behind considerably. We are striving to catch up and plan on hiring in June to fill vacancies.
- The District has brought an intern on board for three months. Her name is Grettle Bauer. She is a college student attending University of San Francisco. Her major is environmental science, studying watershed and forestry management. She will be helping out one or two days a week over her Summer break. Monitoring stream conditions and logging impact on the watershed at our headworks.
- Drew Forbes is back as a temp/summer help employee. Finishing up his degree, accruing hours one or two days a week towards meeting his educational requirements.
- Filter Pond #1 has been deep cleaned, harrowed, and is in ripening mode. It will be sampled and put into service when we get an acceptable test result.
- Water usage has doubled in the last 4 days due to the warmer temperatures. The increase in usage always brings a strain on our system. We have been hypervigilant and corrected all of our deficiencies before they became a problem. Looking forward to a productive new fiscal year.
- Thank you all for your support and patience while our new staff transitions towards achieving our goals.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

None

UNFINISHED ITEMS FOR BOARD CONSIDERATION

Jeff Busto's will get full accounting on 3021-00.

Budget approval was postponed.

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Logging up on the watershed and turbidity of the water. Intern Grettle Bauer will be working on this area of information.

Robert Churnside made a motion to adjourn the meeting, **Kevin Wilhelm** seconded, passed unanimously. Meeting adjourned at 7:55 p.m.