

# CORBETT WATER DISTRICT APPROVED MINUTES

Special Meeting: 4:30 P.M.

Thursday, May 31, 2007  
Corbett, Oregon

**Commissioners Present:** Marion Kirkham, Robert Colclessor, Jeff Hargens, and Malcolm Freund (by Telephone).

Present was District Clerk Jamie Simms, Utility Workers Zac Bertz and Kevin Moran.

**Audience Members:** Gordon Fulks and Barb Adams.

Vice-Chairman Kirkham called the meeting to order at 4:33 p.m. at the Corbett Water District office.

## **Review / Approve Agenda.**

Commissioner Colclessor moved to approve the agenda. Motion seconded by Commissioner Hargens. Motion passed unanimously.

## **Temporary Help.**

Commissioner Hargens said the crew had interviewed three applicants. Commissioner Kirkham asked what duties the temporary help worker would be performing. Zac and Kevin said the temporary worker would perform all the jobs they perform, except for insurance purposes they would not be able to operate the Backhoe. The crew has selected Robin to be the temporary worker. Due to a death in the family Kevin Moran was absent during the interview process, but he had reviewed all the applicants and agreed to the top three.

Commissioner Kirkham asked the crew why they chose to interview only three out of the ten applicants. Zac said the three interviewed were the best choices. Commissioner Hargens agreed with Zac. The Board discussed the qualifications of all the applicants. Commissioner Hargens said to keep in mind that the position was temporary and the crew would be the ones working with the temporary worker. He said if it wasn't working out the crew would have to hire someone new.

Gordon Fulks asked if the crew had checked references. The crew had not checked with prior employees for references. Kevin said he could check Robin's work references before an offer was made. Barb Adams said most employers would not give specific information pertaining to prior employees. She said the crew would know right away if the worker would be a good fit to the District. Commissioner Freund said if it wasn't working out she would not stay working for the District.

Commissioner Freund asked if there was a way to go around the risk of unemployment when the Temporary worker was finished. Jamie said in order to not risk having to pay unemployment in the future would be to hire the person as a contractor and not as an employee. As a contractor the person would be responsible for providing their own equipment and insurance. Commissioner Hargens said it would be difficult to hire the worker as a contractor instead of an employee. He also said the District could hire a landscaping company but it would cost more than \$10 an hour.

Commissioner Colclessor voted to approve the crew's choice for a temporary worker. Motion seconded by Commissioner Freund. Motion passed unanimously.

**PERS / Budget Discussion.**

Jamie reviewed several options regarding the PERS payoff. Jamie suggested to the Board that they pay off the UAL debt as soon as possible. The Board could increase next year's budget by approximately \$95,207 as a water rate increase or surcharge to pay for half of the UAL debt. With the other half coming from District funds. Jamie has checked with Tom Linhares with TSCC and he has given his okay to make these adjustments in June when the Board approves the final budget. The Board then continued to review all five of the options provided by the Clerk. Gordon Fulks agreed that the best solution would be to pay off the debt immediately.

Commissioner Hargens wished to discuss raising the base rate instead of a rate surcharge. Jamie said to raise the water rates a notice would have to be given to the public stating that a rate increase hearing would be held. Commissioner Hargens would like to see the base rate changed from \$24 to \$39. He felt that if the Board authorized a surcharge it would only be a temporary fix. With the rising cost of material he felt it would be best to permanently raise rates.

Commissioner Kirkham felt it would be best to give the customers an option to pay for PERS in a lump sum rather than spreading it out over a couple of years. Commissioner Freund spoke about making a lump sum payment, instead of spreading out the payments overtime incurring a higher fee. Gordon Fulks questioned if this would make the problem more complex than necessary.

Commissioner Hargens said there were two issues:

1. **When** to pay off the debt.
2. **How** to collect from customers to cover the cost of the debt.

Commissioner Freund wanted a newsletter sent to the public that stating the simple facts of PERS and how it affects all Districts. Gordon Fulks has spoken to PERS about the District's debt. He said the problem was when the Water Board chose to join the pool in 2001 they had not been provided in simple language the debt that would be created. The District also has a 25% Reservoir Rate surcharge that was for 20 years.

Commissioner Freund moved to authorize Jamie to pursue obtaining the pay off amount with the intent to pay off the loan. Motion seconded by Commissioner Hargens. Motion passed unanimously.

District Clerk Jamie Simms tendered her resignation to the Board. Jamie said she would still prepare the final documents for the budget to be voted upon at the next regular Board meeting. Barb Adams congratulated Jamie on her new job. Commissioners Kirkham and Colclessor told her they were sorry to see her leaving the team.

Commissioner Hargens asked if the Assistant District Clerk Z Marsh was interested in stepping up. Jamie said she was unsure, but Z was fully cross trained for the position, with the exception of the Budget. Jamie will place the help wanted signs in the District and place an ad in the Gresham Outlook.

Barb Adams wanted to consider if the District Clerk position could be better served as a split or job sharing position. The Board felt Barb's suggestion was good and they will consider it for the future.

Zac spoke briefly about the upcoming meeting he has with the folks from BLM concerning the logging to be done near the Treatment Plant and intakes. The Board would like for the gentlemen from BLM to present to the Board at their next meeting a discussion on the logging.

Commissioner Kirkham adjourned the meeting at 6:30 p.m.