

**CORBETT WATER DISTRICT  
REGULAR MEETING OF THE BOARD  
Written Summary  
June 16, 2015**

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**Board members present:** Jeff Hargens, Robert Gaughan, Robert Churnside, Kevin Wilhelm.

**Absent board members:** Sonny Boyd.

**Staff present:** James Jans, Shanti Burns.

**Audience members present:** Jack Garrison, Marianne Pietras, Debbie Churnside, Deborah Peterson, Mark Peterson.

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

**APPROVAL OF THE AGENDA**

**Kevin Wilhelm** made a motion to approve the agenda, **Robert Gaughan** seconded, passed unanimously.

**APPROVAL OF THE MINUTES**

*April 21, 2015 Regular Meeting:* **Jeff Hargens** states that during the manager's report, it reads "we are pursuing a permit in order to *go across* the road" and this should be change to read "we are pursuing a permit in order to *cross* the road". **Jeff Hargens** said that during the unfinished items for Board consideration, it reads "records for the hydro generator at the Treatment Plant" and should be changed to read "records for the old generator at the Treatment Plant". **Robert Gaughan** made a motion to approve the minutes as modified, **Kevin Wilhelm** seconded, passed unanimously.

*May 20, 2015 Regular Meeting:* **Kevin Wilhelm** made a motion to approve the minutes as written, **Robert Churnside** seconded, passed unanimously.

**PACE ENGINEERS**

**Brian Lee** from Pace Engineers states he spoke to Don from the Multnomah County Land Use Department on June 8, 2015 regarding the filter pond 1b permit, at which time he was told they will not have a decision until July 20, 2015. Brian Lee is very frustrated with how long Multnomah County has taken and said the City of Gresham will not issue their permit until Multnomah County's approval. He said that Multnomah County has 77 days from the time an application is turned in until it has to be deemed complete, and another 120 days after that for approval. He said the City of Gresham will take approximately 3-4 weeks for their permit after submittal. **Jeff Hargens** asked Brian Lee to send him the exact dates he has contacted the County, as well as the contact information for the head of the Multnomah County Land Use Department. **James Jans** said he has a meeting on July 1<sup>st</sup> with Eric Zimmerman, Chief of Staff for Commissioner Diane Keel. **Jeff Hargens** said the delays caused by the County may cause problems, such as an increase in contractor prices and issues with the weather. He would like Brian Lee to submit documents to go out for bid after the Multnomah County approval.

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**WATER SHORTAGE RESPONSE PLAN**

**James Jans** said the District should have a water shortage response plan in place since it is predicted to be a drier than usual summer. He said we switched to North Fork two months ahead of schedule due to the low levels at South Fork. **Robert Churnside** suggested getting a message board in front of the office to alert customers when water levels are low and conservation measures are needed. **Jeff Hargens** feels that the current policy is not too specific, leaving the District with the option to decide what will work best for the situation occurring at the time. He said the District may have to limit irrigation, such as at the school. **Shanti Burns** feels that it would be good to reduce the water flow to customer's homes that have not repaired their leaks. **Marianne Pietras** suggested installing a well as a backup water source. **Jeff Hargens** said the District will need to consider a well in the near future and would like to get approval from the Bureau of Land Management (BLM) to place the well near the Treatment Plant. He informed James Jans to monitor the water levels and said the District can have an emergency meeting to put water conservation measures in place if needed. **James Jans** said he is also including ways to conserve water in the upcoming CCR report.

**MONTHLY REPORTS**

**Secretary/Treasurer Financial Reports:** **Robert Gaughan** made a motion to approve the financial reports as presented, **Kevin Wilhelm** seconded, passed unanimously.

**Manager's Report:** District Manager **James Jans** read as follows:

*Distribution:* The U.S. Department of Homeland Security provided a vacuum trailer mounted unit to the City of Boring, which they allowed us to use in order to locate the main on Woodard Road for the installation of the blow off. We also located the 4" PVC main off of Corbett Hill Road so we could tie in the 2" HDPE main and abandon the old 2" steel main, as well as clean out the valve boxes at Loudon Reservoir. Madden Construction bored an 8" sleeve so we could install the 4" HDPE main at Curtis and E. Historic Columbia River Highway for our main replacement during the PRV station upgrade project. We have installed the 4" HDPE and will tie over to the old main after we finish the pressure and BT testing for that section of water main.

The new 2" HDPE from Rasmussen Road will be tied into the 4" PVC main that was never completed in the 1990's during the Corbett Hill and Reed Road project after we receive an "absent" water sample from the lab. We will then abandon about 1,500 feet of old rusty 2" steel pipe.

Our 88<sup>th</sup> fire hydrant, located at 34225 SE Hurlburt Road, is now online.

We installed a blow off on the 4" PVC dead end main on the west end of Woodard Road that was installed back in the 1990's. The original project never received a blow off or an end cap on the short section of 4" C-900 water main to the west of 28812 E. Woodard Road.

We have located 9 customers that have leaking toilets or service lines in the Cabbage Hill Reservoir area. We gave the home owners a dye tablet test kit for their toilets, and if the toilet is

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**MONTHLY REPORTS - Manager's Report (Cont.)**

not leaking it would indicate a service line that has failed. With the drought situation looming over our heads we are taking a positive approach in locating and fixing water leaks. Of those nine services we had a total of 16.8 gallons per minute (GPM) leaking, which equals to over 24,000 gallons of lost water per day. We have followed up with these homes, and a couple of homeowners have already repaired their leaking toilets.

*Treatment Plant:* North Fork had the 6" flow meter pulled so we installed a 10" spool in its place; we now have no restrictions in our water main. We have switched over to North Fork due to the levels starting to drop at South Fork a couple months ahead of schedule. Filter pond 3 has been cleaned and will go back online shortly. We will then drain and clean filter pond 2, getting it ready for the filter pond 1b project.

*Hydro:* We have a credit of 4,198 kW hours.

**PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA**

**James Jans** commented on the Mershon Road project that was questioned at the last months Board meeting by a member of the public.

**EXECUTIVE SESSION ORS 192.660(2)(i): TO REVIEW AND EVALUATE THE EMPLOYMENT-RELATED PERFORMANCE OF THE DISTRICT MANAGER**

**James Jans** requested to have the executive session remain open to the public. The Board of Commissioners that were present individually evaluated the performance of the District Manager.

**UNFINISHED ITEMS FOR BOARD CONSIDERATION**

**Jeff Hargens** would like James Jans to receive an estimated cost for drilling a well. He also requested that James Jans speak with BLM to get prior approval of this project. **Jack Garrison** suggested looking at 3 phase power for the well. **Jeff Hargens** said that a generator would probably be sufficient. He states we may only need the well for emergency use.

**Jeff Hargens** made a motion to adjourn the meeting, **Robert Gaughan** seconded, passed unanimously. Meeting adjourned at 7:50 p.m.