

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
June 18, 2013**

Board members present: Jeff Hargens, Sonny Boyd, Kevin Wilhelm.

Absent board members: Robert Gaughan, Robert Churnside.

Staff present: James Jans, Shanti Burns, Jeff Busto, Nicholas Ray.

Audience members present: Brian Lee, David Jacob, Robert Colclessor, Gordon Fulks, Marty Olsen, Linda Ray, Carnetta Boyd, Patrick Oldright, Don Sturm, Dave Toby (left at 7:06 p.m.), Phil Dufrense (left at 7:16 p.m.)

Chairman **Jeff Hargens** called the meeting to order at 6:38 p.m.

APPROVAL OF THE AGENDA

Sonny Boyd made a motion to approve the agenda, **Kevin Wilhelm** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Jeff Hargens made a motion to approve the minutes of May 21, 2013 as written, **Kevin Wilhelm** seconded, passed unanimously.

LEAK ADJUSTMENTS

1773-02: This customer had a leak in their water line in 2010, at which time they repaired the leak and received an adjustment to their account. Another leak occurred in 2012, after which the landlord replaced the water line and they received another leak adjustment. The tenants were having a hard time paying for the remainder of the bill after the adjustment, so the landlord is requesting a further adjustment from the board. **Jeff Hargens** said that since the landlord is not present at the meeting to explain the situation further, he feels that the two leak adjustments already issued are sufficient. **Jeff Hargens** made a motion to not issue a further adjustment to this account, **Kevin Wilhelm** seconded, passed unanimously.

ODFW SOUTH FORK DISCUSSION

Marty Olsen from the Oregon Department of Fish and Wildlife (ODFW) states that in 2005 a letter was issued informing the District that the site at South Fork needs to be brought up to current fish passage and screening by 2015. He said that ODFW is concerned about any fish that is native to the State of Oregon, however since there are not any anadromous fish at the South Fork site funds to assist with this project are not available from ODFW. He said the letter also states that the road culvert needs to be repaired. **Jeff Hargens** said this should be the responsibility of the Bureau of Land Management since the District is just leasing it from them. **Marty Olsen** said this would need to be discussed further with the right department. **James Jans**

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ODFW SOUTH FORK DISCUSSION - (Cont.)

said that the paperwork alone will take almost a year to complete. **Marty Olsen** states that if the permits are approved by 2014, the District would still have a year to complete the project. He said the District will need to have their own engineers design a plan that meets specifications, then ODFW will approve the plan before construction begins. He said the Oregon Watershed Enhancement Program may have funds to assist with this project. **Sonny Boyd** inquired as to the maximum amount of water the District is allowed to take. **James Jans** said we are allowed to take a combined total of 900 gallons per minute from North and South Fork. **Jeff Hargens** would like to get two engineering proposals and cost estimates by either the July or August 2013 meeting. **Shanti Burns** said she would contact both the engineers before the July meeting to see if they are ready to submit their proposals.

TREATMENT PLANT FILTER POND

James Jans presented a slide show on the filter pond cleaning process. He states that the District asked the community to conserve water for a weekend due to the fact that one filter pond was turned off and drained for cleaning, after which another one developed issues due to turbidity events and quickly slowed down the water flow to the clear well. It was unusual that both occurred at the same time. While the District was working on the issue they contacted the community to inform them to conserve water so we would have enough to last through the weekend. The issue was fixed promptly on Friday, and by Monday the reservoirs were back up to their normal capacity and the community never ran out of water. **Jeff Hargens** had heard comments that the District did not do the right thing by informing the customers to conserve their water. He feels that contacting the customers was the right thing to do because if the community did not conserve we may have been in jeopardy of running out. **Robert Colclessor** said that the District always has the option to close the filter pond valve and send water straight from the creek into the system. This would require a boil water notice, but is an option if an emergency ever occurs. **Patrick Oldright** asked why the District did not have a backup for when both filter ponds were down. **Jeff Hargens** said that the District has reservoirs as water storage backup. He said that the filter ponds are in need of repair, and the District is trying to save up enough money without the need of a bond or rate increase. **Patrick Oldright** said he would prefer to have a water rate increase in order to get the filter ponds working correctly. **James Jans** said the District cannot clean the filter ponds in winter because the bacteria needed to ripen the ponds would not survive. Therefore, the District must clean the filter ponds in the spring and fall months. **Brian Lee** states that there is a biological layer in slow sand filter ponds which water has to run through. He said if there are any high turbidity events, such as heavy rain or logging, it causes sediment to settle in the filter ponds. He said that it has to be monitored carefully, and he feels that James Jans does a wonderful job at this. He states this is the first sedimentation event since his employment that has caused a notification to the community. **Sonny Boyd** feels that the District should have a way to measure the flow rate coming out of each filter pond so if it drops we would be notified and could fix the problem. **James Jans** said the District does not have a flow meter at each of the filter ponds, but does have one for water going into the clear well. **Sonny Boyd** said that the filter ponds cannot just clog up immediately, it would have to happen

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TREATMENT PLANT FILTER POND - (Cont.)

over a period of time. **Brian Lee** said that filter ponds can plug up from sediment very quickly, all it takes is one turbidity event, especially when the filter ponds are outdated. **Dave Toby** inquired as to the level the reservoirs dropped to. **James Jans** said the 1 million gallon reservoir usually has about 18 feet of water, and it dropped to 15 feet of water when the District began notifying customers to conserve. **Jeff Hargens** said the District has recently revamped the system and although we are still working on repairs and upgrades, the community has to recognize all the accomplishments the District has made. He said that we are still trying to fix the distribution system because there is no point on having a new filter pond system if the pipes are leaking and wasting treated water. He said the District began looking into replacing a filter pond about 2 years ago and are still trying to plan for this. **Gordon Fulks** asked if the District could just replace the sand in one of the filter ponds instead of paying for a complete replacement of a pond. **James Jans** said the District will review all the different options, however we currently have to use our funds on the South Fork fish passage project as it is a requirement from the State. **Carnetta Boyd** reminded the Board that the cost of projects increase every year. **Patrick Oldright** asked what the backup plan would be if the sand in the filter ponds got too compacted and could no longer be used. **Brian Lee** said the District would be able to use a mobile filtration system if an emergency ever occurred. **Gordon Fulks** said that Portland Water District only chlorinates their water and does not use a filtration system. He asked why we could not do this as well. **James Jans** replied that the Health Department requires us to use both chlorination and a filtration system. **Jeff Hargens** said that Portland Water District uses a natural lake filtration. **Robert Colclessor** feels that the District is doing a good job.

MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Sonny Boyd** questioned the materials spent for Evans Road totaling \$11,376. **James Jans** states this purchase was material for Evans Road, Littlepage Road and a new service connection on Wand Road. **Kevin Wilhelm** asked if Pounder Oil delivers rock. **James Jans** states that Pounder Oil has a truck to deliver rock, however it is much larger than the contractors we have been using. The District saves money using Pounder Oil's truck, however we cannot use it on all projects as some times this large amount of gravel is not needed. **Jeff Hargens** 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: We have started the 2013-14 projects already and have completed the pipe installation of 1,620 feet on Evans Road from the District office down to Pounder Road. Flushing, pressure testing, BT samples and tying over the services will be completed later this week. A new hydrant has been installed at Evans and Pounder Road.

Our next project has been scheduled for the week of June 24th. We plan on replacing the main under the BPA power lines near Wand and Hurt Road for about 1,600 feet. When the 2013-14 budget year starts in July we will be working on Hurlburt Road, replacing 3,200 feet of old 4"

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

steel main. We will also be working on Littlepage between Loudon and Hurlburt Road replacing the old 6" steel with about 1,000 feet of 8" C-900.

We installed a new ¾" water meter on Mershon Road last week.

We also upgraded and repaired the PRV station on Woodard and Ogden Road. The school district upgraded their old 2" meter to a 3" meter during the Evans project. The 3" meter was donated from the City of Gresham and the 3" double check came from JBT, saving the school district over \$3,500 in material costs.

We recently had a service line leak at 139 SE Curtis Road and the crew replaced the poly pipe with copper.

The ODOT project ran into a small problem since our 4" water main is located under their new location of the guard rail post. They are figuring out if they will move the post or if we have to move the water main.

Office: Our required CCR report has been drafted and will be mailed out next week.

The office received \$2,064.23 from Visa, \$545.36 from M/C and \$35.85 from Discover Card last month, for a gross total of \$12,286.34 reportable sales in 2013.

Treatment Plant: The new Accu Tab chlorine system has been installed and the 12% sodium hypo chlorinate will be our back up disinfection system after Taurus Controls installs the computer controls. Filter pond 3 has been cleaned and is back in service. Filter pond 1 has been cleaned, some minor holes patched in the liner, and is also ready to be placed back in service.

Due to mud and silt, filter pond 1 became plugged this month. It took a couple of extra days to drain the pond because we had to use a siphon hose and a trash pump when the level got below the inlet tee. Water was standing in the south west corner of the drain system which had been open for a couple of days even though this area should have been dry. It took a couple of extra days for the sand/mud to dry enough in order to remove the dirty filter material. Filter pond 1 will be going back on line within the next couple of days and we will be scheduling the cleaning of filter pond 2 to get it prepared for the summer season.

Hydro & FERC: Nothing new to report.

Jeff Hargens inquired as to how many fire hydrants have been recently installed. **James Jans** said that 23 hydrants have been installed within the last 7 years.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Don Sturm would like to know if the pipe replacement project on Evans Road will affect his pressure. He said that his irrigation system was designed to work with the current pressure, and he would like this to remain the same. **James Jans** said the pressure will be between 100 to 176 psi.

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UNFINISHED ITEMS FOR BOARD CONSIDERATION

Shanti Burns distributed the required communications letter from Merina & Company to the Board of Directors. She also informed them that due to a legislation hearing, the PERS rates will not increase to 15.51% for the 2013-2015 fiscal years and are to remain the same at 11.11%.

Jeff Hargens made a motion to adjourn the meeting, **Sonny Boyd** seconded, passed unanimously. Meeting adjourned at 8:30 p.m.