

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
June 19, 2012**

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

Staff present: James Jans, Shanti Kraai, Nicholas Ray.

Audience members present: David Jacob, Malcolm Freund, Gordon Fulks.

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

APPROVAL OF THE AGENDA

Sonny Boyd made a motion to approve the agenda, **Robert Gaughan** seconded, passed unanimously.

APPROVAL OF THE MINUTES

May 15, 2012 Rate Hearing: **Sonny Boyd** made a motion to approve the minutes of the May 15, 2012 rate hearing as written, **Robert Churnside** seconded, passed unanimously.

May 15, 2012 Regular Meeting: **Robert Churnside** made a motion to approve the minutes of the regular meeting held on May 15, 2012 as written, **Kevin Wilhelm** seconded, passed unanimously.

LEAK ADJUSTMENTS

3905-01: **Robert Churnside** made a motion to table the discussion of this adjustment since the customer was not in attendance at the meeting to state their case, **Sonny Boyd** seconded, passed unanimously.

5495-00: **Jeff Hargens** made a motion to table the discussion of this adjustment until after the next billing cycle so they can view the water use after the leak has been repaired, **Sonny Boyd** seconded, passed unanimously.

COST OF LIVING ADJUSTMENT (COLA)

James Jans states that the Board has not issued a COLA adjustment since 2009. The Social Security Administration issued a 3.6% increase in benefits for 2012. He states that no decision must be made tonight, as this information will be presented for a final decision at the next regular board meeting. **Gordon Fulks** inquired as to what other water district's have issued for COLA this year. **James Jans** states that it would be impossible to compare with another water district, as they have different budgets than ours. He states that a 3% COLA increase was budgeted for in the 2012-2013 budget. **Jeff Hargens** states that he is aware that public and private businesses are different, but he has not even given his employees a raise for 5-6 years, and states that the employees are lucky to even have a job during this economical time. **Sonny Boyd** replied that there is a difference between private and public employers though, as private employers try to make a profit.

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ORDINANCE 2012.05.01: BASE RATE ADJUSTMENT

Jeff Hargens read the title of Ordinance 2012.05.01 aloud. Copies of the ordinance were distributed to all audience members that requested them. The ordinance will increase the bi-monthly base rate to \$25 per billing cycle for ¾” meters and will be pro-rated for larger meters. **Sonny Boyd** states that the dollar signs were missing from the 1” and 4” meter sizes. These were hand written on the ordinance. The ordinance was then signed by all present members of the Board. This will be the second and final reading of the ordinance. The new rates shall take effect on September 1, 2012.

ORDINANCE 2012.05.02: WATER RATE ADJUSTMENT

Jeff Hargens read the title of Ordinance 2012.05.02 aloud. Copies of the ordinance were distributed to all audience members that requested them. This ordinance will increase the water rates to \$2.95 per 100 cubic feet and \$3.95 per 1,000 gallons. The ordinance was signed by all present members of the Board. This will be the second and final reading of the ordinance. The new rates shall take effect on September 1, 2012.

EXECUTIVE SESSION ORS 192.660: TO REVIEW AND EVALUATE THE EMPLOYMENT-RELATED PERFORMANCE OF THE DISTRICT MANAGER

District Manager **James Jans** requested to have the executive session open to the public. All audience members stayed for the discussion. **Jeff Hargens** states that James Jans has kept frequent communication. He has heard issues about the crew, but thinks that this is common with a small community. **Robert Gaughan** states that there have been a few problems with the staff, but otherwise his performance has been outstanding. **Sonny Boyd** said that Jim has finished old projects, as well as new ones. He states that he has viewed the North Fork farmers screen and the hydro generator and they both seem to be working well. He states that he is impressed with Jim’s work. **Kevin Wilhelm** states that he has heard stories of the District’s turmoil in prior years. He feels that everything is running smoothly now and noticed that no one from the community argued the rate increase. He feels that Jim is doing a great job at running the District. **Robert Churnside** said that it is apparent that Jim is not in this position for the money. He said that it shows that he takes pride in his work. He feels that it is beneficial that he has kept a good working relationship with Reliance Connects. He states that he cannot think of anything negative to say about his performance. The decision on his merit increase will be decided at the next regular board meeting.

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MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Sonny Boyd** noticed that the final payment was made on the North Fork farmers screen. He states that a large sum of money was spent on the Marok and Meyers projects during the month of May. **Shanti Kraai** informed the Board that the pre-audit will be conducted on July 2nd and 3rd, and the final audit will be conducted the week of July 23rd. **Sonny Boyd** made a motion to approve the financial reports as presented, **Robert Churnside** seconded, passed unanimously.

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

Distribution: The Marok project has been installed; we replaced 580 feet of 1.5" steel pipe with 4" C-900 PVC. We have pressure tested and flushed, and are now waiting for the BT sample results. We have started the replacement of the leaking 6" steel pipe with 8" C-900 PVC pipe on the Hurlburt project, east of Evans, because we are still waiting for the Multnomah County road permits for the Littlepage Road and Meyers Lane projects.

Reservoir #6 has had the algae power washed off and Reservoir #5 has been weed eaten.

Hydro: We passed our City of Gresham electric and plumbing inspection and have turned the paperwork into PGE for the net metering inspection and installation. Mean while, we have tested the hydro generator and it produced over 8 amps of power during our short test period with the inlet flow valve partially closed. We still need to make a couple of minor adjustments, but everything looks good. In the near future, Taurus Power will install the controls in order to operate the hydro generator using the RSView32 software that currently operates the Treatment Plant.

Office: The credit card summary report for May 2012 shows \$965.18 from VISA and \$796.80 from M/C. For the fiscal YTD, we have reported \$25,888.04 in credit card water sales. Our annual CCR report has been printed and will be mailed out next week.

Jeff may be out of service for some time. Last Saturday he may have suffered a heart attack and is currently in the hospital waiting test results. He may have to undergo bypass surgery.

FERC: We have received 6 post cards for the FERC comment period which ends on June 30th, all of which have been very positive.

Treatment Plant: Filter pond #2 has been cleaned and is currently ripening in order to be ready for the upcoming summer season. The Farmers Screen has been on line since May 22nd and has been working flawlessly.

Jeff Hargens adjourned the meeting to go into executive session at 7:20 p.m.

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EXECUTIVE SESSION ORS 192.660(2)(B): TO CONSIDER DISMISSAL OR DISCIPLINE OF, OR TO HEAR CHARGES OR COMPLAINTS AGAINST AN OFFICER, EMPLOYEE, STAFF MEMBER OR AGENT

No decision was made in executive session.

Meeting reconvened at 7:25 p.m.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Gordon Fulks asked how the District will manage with reduced man power. **Jeff Hargens** states that the District has funds in the budget for temporary help, which we can choose to utilize if needed. **James Jans** states that the District will still be able to operate even though we will be short one utility worker and does not foresee the need for temporary help.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

No comments were made.

Jeff Hargens made a motion to adjourn the regular meeting, **Sonny Boyd** seconded, passed unanimously. Meeting adjourned at 7:30 p.m.