

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
September 15, 2015**

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

Staff present: James Jans, Shanti Burns.

Audience members present: Malcolm Freund, Debbie Churnside, Paula Granberg, Paul Granberg, Keith Lund, Gordon Fulks (6:35pm), Nick Kerslake (6:35pm), Lynette Kerslake (6:35pm), Nicholas Ray (6:42pm), Luis Chartrand (7:04pm), Arnold Dufresne (7:15pm)

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

APPROVAL OF THE AGENDA

Jeff Hargens would like to add Pace Engineers as item 6a. **Kevin Wilhelm** made a motion to approve the agenda as modified, **Robert Gaughan** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Robert Gaughan made a motion to approve the minutes of August 18, 2015 as written, **Jack Garrison** seconded, passed unanimously.

**ORDINANCE 2015.08.01: ADDITION TO RULES & REGULATIONS POLICY,
PAYMENTS FOR SERVICES**

Jeff Hargens read Ordinance 2015.08.01 aloud. This ordinance will allow a water bill to stay with the meter. The Ordinance was signed by all members of the Board, and will take effect in 30 days.

GEOLOGIST REPORT / GROUND WATER

James Jans said he is working with the Oregon Water Resources Department (OWRD) to determine the site of the well. They informed him that the well must be more than 1 mile from any water source. He states the well will need to produce approximately 300-400 gallons per minute. The OWRD sent a denial letter after the initial application, which James Jans will be meeting with them to discuss. **James Jans** feels that a geological study would give the OWRD more accurate information. **Jeff Hargens** feels that the quote from geologist Mark Yinger best suits the District's needs. He would like to set up an interview between Mark Yinger, two Board members and the District Manager.

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PACE ENGINEERS

Pace Engineers submitted a change order due to the delay from Multnomah County. **Jeff Hargens** does not think this change is justifiable as Pace Engineers knew the timeframe set by the County ahead of time. **Jeff Hargens** made a motion to deny the Pace Engineers change order, **Jack Garrison** seconded, passed unanimously.

MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Jack Garrison** said he reviewed the MBank proposal and determined that Wells Fargo offers a higher money market interest rate. He instructed the District Clerk to contact the Wells Fargo representative to inquire about having our checking account fees reduced if we decide to move additional funds to their bank. He also thinks the District should leave the funds we receive from property taxes in the Local Government Investment Pool (LGIP) until needed. **Jeff Hargens** made a motion to have Jack Garrison work with the District Clerk in order to receive the best bank rates, allow the funds from the Northwest Community Credit Union money market account to be transferred to a different bank, and to leave the property tax income we receive in the Local Government Investment Pool (LGIP) until needed, **Jack Garrison** seconded, passed unanimously.

Jack Garrison 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 installed 850 feet of 8" C-900 pipe from Chamberlain Road, heading west on Mershon Road. After we pressure test, flush, and take samples we will turn this section on.

Treatment Plant: During the August 29th weekend, the high turbidity bypass Cla-val opened for 9.4 hours during the rain event, along with the standby generator running for 13.9 hours due to a power outage. Filter pond 2 has been cleaned and is now being filled in order to get it ready for fall and winter use.

We have replaced the pH unit five times since 2010. A couple of years ago the pH probe malfunctioned and I switched the probe from a known working location and confirmed that one was not working correctly. Statements were made that I falsified records and the water was unsuitable for drinking. The records were never falsified and the water was never unsuitable for consumption. The pH recordings for the month are an average daily level and we are required to maintain a 7.0 or greater pH level for corrosion control. The computer notifies us if the range gets close to our set alarm point, and also gives us adequate time to make adjustments in the chemical dosage.

Hach's technician informed us that they will issue a full replacement credit for the latest pH probe which was purchased in March 2015.

South Fork: South Fork is off for the season. We have extended the out fall pipe twenty feet using a section of 10" pipe on the Framers Screen per the Oregon Department of Fish and Wildlife request.

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MONTHLY REPORTS - Manager's Report (Cont.)

North Fork: The flows at North Fork ranged from 2" to 3" after the rain event during the August 29th weekend, but then settled back down to the ridge of the North Fork lip.

Hydro: We have built up a credit of 4,587 kW hours.

Office: For the month of August 2015, Bluefin online payments collected \$1,134.47, with a total of \$10,472.51 year to date. Our credit card sales were \$4,174.13, with a total of \$28,231.50 year to date. The water bills generated \$129,525 in water sales, \$29,026 for base rate, and \$10,775 for the filter pond 1b surcharge for the months of July and August 2015.

Pace Engineers: Brian Lee has picked up the stamped drawing from the County, prepared the building permit submittal, including the structural calculation package, turned in documents to the City of Gresham, reviewed documents with staff and updated the geotechnical report which is not required. The permit payment will be submitted tomorrow.

Jeff Hargens said he went to North Fork with Robert Churnside and the water levels seemed adequate.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Paula Granberg said James Jans took a picture of her without her permission to use in a negative way during a flagging class. **Jeff Hargens** informed her that the Board will be going into executive session to discuss the situation further with the manager. He said there are rules and regulations set by the Board that the manager must follow. **Gordon Fulks** suggested requiring written complaints against employees and staff members before they are acted upon.

Gordon Fulks inquired about the pH level at the intake. **James Jans** states the pH level coming into the Treatment Plant is approximately 6.5, and the pH level going into the distribution system is approximately 7.5 after soda ash is added for corrosion control.

Meeting adjourned to go into executive session at 7:34p.m.

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EXECUTIVE SESSION ORS 192.660(2)(b): TO CONSIDER THE DISMISSAL OR DISCIPLINING OF, OR TO HEAR COMPLAINTS OR CHARGES BROUGHT AGAINST, A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT WHO DOES NOT REQUEST AN OPEN HEARING

Meeting reconvened at 8:19p.m.

No decisions were made in executive session.

Jeff Hargens said there have been two complaints against the District Manager. The Board feels that the manager followed the rules and regulations, however it was suggested to use more professionalism. There will be no disciplinary action at this time. **Jeff Hargens** would like further investigation to be done regarding the flagging situation. This discussion will be put on the October 2015 agenda.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

Jeff Hargens would like all Board members, employees and staff to work on the positive image of the District.

Jeff Hargens made a motion to adjourn the meeting, **Robert Gaughan** seconded, passed unanimously. Meeting adjourned at 8:25p.m.