

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
October 18, 2011**

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

Absent board members: Robert Churnside.

Staff present: James Jans, Shanti Kraai.

Audience members present: Robert Colclessor, David Jacobs, Brian Lee, Deb Ballard, Ray Walters, Jodi Walters.

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

APPROVAL OF THE AGENDA

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

APPROVAL OF THE MINUTES

Robert Gaughan states the discussion regarding work boots in the financial reports section should read expensive, instead of expense as currently written. **Sonny Boyd** made a motion to approve the minutes of September 20, 2011 as revised, **Jeff Hargens** seconded, passed unanimously.

LEAK ADJUSTMENTS

2080-00: This customer has a water line that is over 1,500 feet in length. The customer dug the line and made repairs by hand. Due to the length of the pipe and the work required to repair the leak, this case was viewed as a hardship. The customer was advised to install a pressure reducing valve at the meter to avoid future leaks caused by pressure. **Sonny Boyd** made a motion to adjust each of the billing cycles from April 2010 to August 2011 to 41 units, upon installation of a pressure reducing valve installed at the meter, **Robert Gaughan** seconded, passed unanimously.

7565-00: This customer had a leaking toilet which was repaired immediately after noticing. They thought that this was the cause of their high bill and had the water turned off while they left town. When they returned, their meter was turned on and it was noticed when they received their next bill that a leak was still present in the water line. **Sonny Boyd** made a motion to adjust the bills of August 2010, January 2011, and June 2011 to 35 units each, **Robert Gaughan** seconded, passed unanimously.

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TREATMENT PLANT / FILTER POND 1 OR 3

Brian Lee from Pace Engineers stated that the Board of Directors have been discussing the replacement of the aging filter pond and breaking up the construction process over several fiscal years. He states that the next step is to discuss project funding. He states that the District will need to break up the construction into separate schedules and determine what work the District can do in house. **Shanti Kraai** states that the original engineering fee was based on contracting out all the work. She asked if the engineering fee will be reduced if the District does a lot of the work in house. She said that the original quote for engineering would have only been 13% of the total project cost, however if we do a lot of the work in house she is concerned that the engineering fee will actually be 21-23% of the total project cost, as it has been in previous construction projects. She feels that 23% is considerably high for engineering fees. **Brian Lee** states that he can reduce costs in the construction and administration fees, however the engineering fees will remain the same for the schedules of the project. He states that engineering fees normally range from 18-25%. **Shanti Kraai** asked if the District should assemble a separate committee to review the funding options for this project or wait for the budget committee for review. **Jeff Hargens** states that the District should focus on budgeting funds to proceed with the engineering first, then focus on funding for the construction. He would like to avoid surcharges, bond levies and rate increases, and try to fund this project with our capital funds. He states that the District may have to delay replacing water lines for a while, and instead use those funds to rebuild the filter pond. **James Jans** states there are water lines that are continuously leaking and it would be a hardship on the District to stop the replacement of water lines. He states that the staff dug up the water line on Hurlburt Road, discovering that it's in need of repair.

David Jacobs from Hydra Engineering states that there are different degrees of repairs that can be done to the Treatment Plant filter ponds. He states that they are ranked from a Cadillac version to a Hyundai version. He says that the current repair plan for the filter pond provided by Pace Engineers is the Cadillac version, which he noticed the District is hesitant about due to lack of funds. He distributed copies of engineering fees and construction quotes for other repair options to extend the life of the filter pond. The first option would be to replace the existing sand with local sand. It would not be grade A, so the District would have to get approval from the County first. He pointed out that the sand currently in the filter pond is not grade A and has lasted over 20 years. The second repair option would be to replace the existing sand with grade A sand, as long as the liner is still in acceptable condition. Another option he suggested would be to run the existing sand through screens to thoroughly clean it, which would extend the life of the sand and give the District enough time to save up funds for a total filter pond replacement without raising rates. He also said the District could simply do repairs on the existing filter pond, involving replacing the sand, liner and under drain. He said that another option would be to install a membrane "hybrid". With this option, the water would go through fiber pores which target organisms cannot go through. The water would run for thirty minutes, then backwash for two minutes to clean the screens. Once a month, the membrane would need to be chemically treated. One of the benefits of this option is that slow sand filters do not work well in cold weather, and the membrane will work well throughout all seasons. They will not require as extensive cleaning and repairs as slow sand filters. The membranes life is usually around

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TREATMENT PLANT / FILTER POND 1 OR 3 – (Cont.)

20 years. The only disadvantage of the membrane is that the District would be unable to run the hydro generator. **Brian Lee** states that a membrane would add an entire new level of complexity for the staff. **Sonny Boyd** asked how much media loss would occur if the District did a wash of the existing sand. **David Jacobs** said this would need to be tested for in order to get accurate figures. **Sonny Boyd** feels it would be worth looking into washing the sand, as well as replacing half of it at the same time to extend the life of the filter pond. **David Jacobs** said that anytime sand is washed some will be lost, so new sand would have to be added. He states that the sand can be removed with a vacuum truck as to avoid the possibility of equipment crushing the pipe. **Brian Lee** states there is still risk involved.

SOUTH FORK

Installation of a fish ladder at South Fork must be completed by the year 2015, per contract between Corbett Water District and the Oregon Fish and Wildlife Department. **James Jans** said that the District may have to request an extension, however it would help if the engineering was finished prior to an extension request. The installation of the North Fork fish screen will be completed within the next couple of months. The screen will help the fish travel downstream, however we may have to change the North Fork fish screen in the future to help the fish travel upstream as well. The Oregon Fish and Wildlife Department would like a complete dam removal on South Fork. This would act as a more natural environment for the fish, with pools to rest in. The cost of the South Fork water line was between \$190,000-200,000. We get most of our water supply from North Fork, as there is not enough water in South Fork to use during summer months. The District currently has water rights of 2 cubic feet per second. **Jeff Hargens** questioned why the District does not let the Oregon Fish and Wildlife Department take away our rights to South Fork if we rarely use it. **Robert Colclessor** said that the District originally got water rights for South Fork in case an emergency or natural disaster occurred at North Fork. **Brian Lee** feels that it is a necessity to have water rights to both North and South Fork. He states that if a Farmer's screen was installed at South Fork it may produce adequate amounts of water to use, even during summer months.

MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Shanti Kraai** states that the District has paid \$9,000 to date for the 2010-2011 audit. The total amount budgeted for the 2010-2011 audit is \$9,500. **Sonny Boyd** made a motion to approve the financial reports, **Kevin Wilhelm** seconded, passed unanimously.

Managers Report: District Manager **James Jans** read as follows:

Distribution: The water main project for Woodard Road has been flushed, pressure tested, and is now ready for tying over to the new main. The Lucas main is all set and back on line with 983 feet of old 2" rusty pipe now out of service.

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MONTHLY REPORTS – Managers Report – (Cont.)

The Deverell project has had the 4” HDPE installed 260 feet up the hill. We will be installing the last two flanges tomorrow and afterwards we finish flushing and pressure testing. After the BT sample comes back “absent” we will tie over David Olcott’s service. When this project is finished we will help eliminate two dead end mains.

The fence company has installed the posts for Reservoir 4, and should have the fence material installed within the next couple of days.

Our Lead and Copper results came back below the required Action Level, so our corrosion control program is working quite well at the treatment plant.

Amount Credited for Leak Adjustments: Year to date \$3,953.22

Hydro: The Multnomah County “Notice of Decision” has been issued and we have purchased the City of Gresham Building Permit. The 2” conduit has been delivered and the footing and ditch has been dug. The hydro generator will take 13 weeks for delivery and we are still waiting for the issuance of the FERC permit. The PG&E Net Metering application has been turned in and should be issued by the 31st of October.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Shanti Kraai states that she has been attending a conference presented by the Oregon Municipal Finance Officers Association. The conference normally costs a couple hundred dollars, however she applied for and received a scholarship to attend. She states that she has taken a lot of information out of this conference in such areas as PCI compliance, agent of records, sustainability plans and fund & governmental accounting, and hopes to attend again next year.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

Jeff Hargens would like a \$300 limit for both rain gear and work boots to be added to the personnel policy. He would like the draft to be brought to the next regular board meeting for adoption.

Sonny Boyd made a motion to adjourn the meeting, **Robert Gaughan** seconded, passed unanimously. Meeting adjourned at 8:15 p.m.