

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
October 20, 2009**

Board members present: Jeff Hargens, Robert Gaughan, Robert Churnside.
Sonny Boyd (arrived at 7:45 p.m.)

Staff present: James Jans, Shanti Kraai.

Audience members present: Robert Colclessner, Malcolm Freund, Dave Mysinger, John Ragona, Jim Stewart, Jo'ey Stewart, Dan George, John McMeekan, Carnetta Boyd (arrived at 7:45 p.m.).

Chairman **Jeff Hargens** called the meeting to order at 7:04 p.m.

APPROVAL OF THE AGENDA

Jeff Hargens would like to table item 6, copier demonstration, due to the absence of Sonny Boyd the representative from Copytronix. **Robert Gaughan** made a motion to approve the agenda as modified, **Robert Churnside** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Jeff Hargens made a motion to approve the minutes of September 15, 2009 as written, **Robert Gaughan** seconded, passed unanimously.

LEAK ADJUSTMENTS

1946-00: This customer states that since his wife pays the bills, he was unaware a leak was present until the district mailed him a letter to inform him of this. He repaired three leaks before realizing he had to replace the entire line. **Jeff Hargens** made a motion to reduce the units from all billing cycles back to February 2009 to his average usage, 34 units, **Robert Gaughan** seconded, passed unanimously.

2405-00: After reviewing this account, it was not determined that a hardship was incurred. **Jeff Hargens** states that the standard leak adjustment issued to this account was accurate and fair per policy. **Robert Gaughan** made a motion to not issue any further adjustments to this account, **Robert Churnside** seconded, passed unanimously.

7920-00: After reviewing this account, it was not determined that a hardship was incurred. **Jeff Hargens** states that the standard leak adjustment issued to this account was accurate and fair per policy. **Robert Gaughan** made a motion to not issue any further adjustments to this account, **Robert Churnside** seconded, passed unanimously.

8565-00: Due to the length of this customer's waterline and the amount of work incurred to repair it, this case was determined by the board of directors as a hardship. **Jeff Hargens** made a motion to reduce the units from the May/June and July/August billing cycles to the average usage, 32 units, **Robert Gaughan** seconded, passed unanimously.

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LEAK ADJUSTMENTS – (Cont.)

8675-00: This customer requested a leak adjustment at the previous board meeting held on September 15, 2009. At which time the board of directors requested the district manager to verify the leak has been fixed prior to issuing an adjustment. After checking the meter, it was determined a leak is still present in the line. **Jeff Hargens** made a motion to not issue an adjustment until we can verify the waterline has been fully repaired, **Robert Gaughan** seconded, passed unanimously.

BANK REVIEW

Informational packets were distributed to the board of directors from Key Bank representatives Dan George and John McMeekan. **Sonny Boyd** said he did not feel comfortable that Key Bank is not covered by the FDIC. **John McMeekan** states he will email information on the safety of collateralizing assets to the office, who can then forward the information to Sonny Boyd. **Dan George** states their scanner is much faster than the one currently supplied by West Coast Bank. **Robert Gaughan** asked Shanti Kraai to contact West Coast Bank to see if we can receive a better scanner from them.

ORDINANCE 2009.10.20: LANDLORD LIABILITY FOR UNPAID WATER BILLS OF TENANTS

Jeff Hargens read ordinance 2009.10.20. It was then signed by all present board members. The final reading will be at the next board meeting held on November 17, 2009.

MONTHLY REPORTS

Secretary/Treasurer Financial Report: Copies of the checking, credit card, money market, CDARS, LGIP and budget tracking summaries were distributed to the members of the board. **Shanti Kraai** states the final PERS surcharge was pro-rated and we will only be short by \$1.32. **Robert Gaughan** wants to make sure we are still getting quotes from sub-contractors to get the best prices. **James Jans** states we are still getting quotes from the local contractors and are using the people that best suit are needs.

Managers Report: See attached. **Jeff Hargens** states that since we have left over pipe we should think about which other projects need to be completed. **James Jans** replied Seidl and Springhill Road are small projects that we could use the pipe on. **Shanti Kraai** states that the new website is almost finished, which includes information on current projects, water quality reports, approved minutes, meeting agendas, and contact information. She encourages the board of directors to visit the site and give her any input or suggestions for it. The web address is www.corbettwaterdistrict.com. **Jeff Hargens** would like the district manager to routinely review all information on the website to make sure it is an accurate representation of what the district is doing.

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PUBLIC COMMENTS

Malcolm Freund states we should contact West Coast Bank to see what other options they can offer us before considering any other bank. **Sonny Boyd** states Key Bank has more fees than West Coast Bank and does not feel comfortable switching to their services. **Robert Colclessor** says local banks, such as West Coast Bank, create local work.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

Sonny Boyd has researched options for purchasing a machine to handle printing, copying and faxing for when our lease with Pacific Office Automation with over. He feels that we should purchase a multi-function printer/fax machine for the district clerk's office and a high speed single function printer for the front office. He states that an Epson v-size printer could be purchased to print maps and charts. The Epson v-size printer can use extra size tabloid paper. The high speed printer he has researched could make about 20,000 copies before needing more toner. **Jeff Hargens** would like Sonny Boyd to put all this information with prices and descriptions in writing to be reviewed and decided upon at the next board meeting held on November 17, 2009. A price comparison from the Copytronix representative, Daniel Alexander, was distributed to the members of the board for review.

Sonny Boyd made a motion to adjourn the meeting, **Robert Gaughan** seconded, passed unanimously. Meeting adjourned at 8:55 p.m.