

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
November 16, 2010**

Board members present: Jeff Hargens, Sonny Boyd, Robert Gaughan, Robert Churnside, (Victor Schmidt arrived at 6:45 p.m.)

Staff present: James Jans, Shanti Kraai.

Audience members present: Robert Colclessor (arrived at 6:32 p.m.), Dave Mysinger (arrived at 6:36 p.m.).

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 as written, **Sonny Boyd** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Robert Gaughan made a motion to approve the minutes of October 19, 2010 as written, **Sonny Boyd** seconded, passed unanimously.

LEAK ADJUSTMENTS

5707-00: After reviewing this case, it was determined to be a hardship. **Sonny Boyd** made a motion to adjust both the July/August and September/October 2010 billing cycles to the average use prior to the leak, 3 units, **Robert Gaughan** seconded, passed unanimously.

TREATMENT PLANT: FILTER POND 3

Brian Lee from Pace Engineers distributed a packet to the Board of Directors regarding the control system improvements at the treatment plant and the reconstruction of filter pond 3. The packet included pictures of the construction process of filter pond 2, as well as the electrical and control system updates at the treatment plant. It also included a detailed price quote for the filter pond 3 project. The estimate for the construction process was \$796,000 and the estimated engineering fee was \$119,000. An estimated timeline for the project was shown in the packet. **Victor Schmidt** asked Brian Lee why it was necessary to have a new computer at the treatment plant. **Brian Lee** replied that the software requires 64 bits, which the current computer does not have the capacity for. **Jeff Hargens** said he is not prepared to approve moving forward with this project quite yet due to the financial obligation. He states that there is a \$125,000 limit per project allowed for in house work, therefore we could not do all the work that we wanted to with our staff. **Victor Schmidt** states the District would have to accept a government loan in order to pay for this project. **Robert Churnside** said that the loan would lead to a rate increase. **Victor Schmidt** states that due to price inflation, a loan may be a reasonable option. He states that this project should be done in the near future before price inflation. **Jeff Hargens** states that when we

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TREATMENT PLANT: FILTER POND 3 - (Cont.)

proceed with this project, we should complete it within a year so the District is not relying on only one filter pond for longer than necessary. He would like this item to be kept on the agenda until further notice. **Sonny Boyd** states that we will need to consider generators as well when planning the budget.

ORDINANCE 2010.10.01: CREDIT CARD CONVENIENCE FEE

Jeff Hargens read the title and description of this ordinance. Copies were available for the public at the meeting and will also be available at the Corbett Water District office. This ordinance will allow a \$2 fee to be charged on all card transactions. The ordinance was signed by all members of the board. It shall take effect on December 17, 2010, at which time the District will begin accepting credit card payments.

LEAK ADJUSTMENT POLICY

At the previously held board meeting a discussion took place regarding revising the current leak adjustment policy. The suggestions were implemented into the current policy and distributed to the Board for review. **Sonny Boyd** made a motion to approve the revised leak adjustment policy, **Robert Gaughan** seconded, passed unanimously.

SURPLUS OF '94 FORD RANGER

James Jans states that the District has replaced the old 1994 red Ford Ranger with a 1999 white Ford Ranger. He states that the 1994 Ranger has numerous problems and would like to make it a surplus item. He states that we will keep the roll bar, tool box and snow tires from the vehicle. **Sonny Boyd** made a motion to make the 1994 Ford Ranger a surplus item with a minimum bid of \$700, **Robert Gaughan** seconded, passed unanimously.

OREGON WATER AGENCY RESPONSE NETWORK (ORWARN)

The Oregon Water Agency Response Network (ORWARN) is a program for local assistance in emergencies. If an emergency happens, members of the agency can provide personnel, equipment and materials. There is no cost to become a member. The Board of Directors informed James Jans to proceed with becoming a member of ORWARN.

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MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Victor Schmidt** made a motion to approve the financial reports as presented, **Robert Churnside** seconded, passed unanimously.

Managers Report: Distribution System: Reservoir # 2 has been completed; they are now requesting payment number 3. The contractor needs to touch up on the vent/screen where they repaired some worn out metal by welding in some new supports. The telemetry system is now recording the reservoir levels and will send out an alarm if we go above or below our set points. After we install a pulse board we will be able to record the water used from this reservoir.

Seidl Road water main replacement has been completed which consisted of 3,973 feet of 6" pipe. We are pressure testing and will have the old main abandoned later next week. We now have 66 hydrants in our system; the last one was installed on the corner of Woodard and Seidl Roads.

During the meter reading we had 541 TouchRead meters out of the 1080 customers in our system, which relates to 50.09% of the meters being read using the TouchRead registers.

Treatment Plant: Filter pond 1 has been cleaned and the depth of the sand layer checked, which was determined to be 3 feet deep. We are now filling the filter pond and are getting ready to put it back in service. The CL-17 chlorine analyzers have been overhauled and are working well within their parameters.

Hydro Update: Eric from Canyon Hydro has sent an updated price estimate with a small increase from the last time we talked. The current price is \$67,740 for a 4TR3 inductive generator which will pass 835 GPM at 180 feet of head and produce 18KW at 1230 RPMs. They have worked with PG&E recently and have provided Canyon Hydro with excellent indication of their requirements for a project of this size. Eric still wants to review the operational parameters prior to offering a complete updated estimate or quotation.

I am setting up a meeting with John Zauner of the Oregon Department of Fish and Wildlife in order to determine if they anticipate any adverse effects of this project.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Robert Colclessor asked if the District still has the little red dump truck. **James Jans** states that the District still has it and will be using it as a snow plow at the treatment plant.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

No comments made.

Robert Churnside made a motion to adjourn the meeting, **Sonny Boyd** seconded, passed unanimously. Meeting adjourned at 7:45 p.m.