

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
November 18, 2014**

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

Absent board members: Robert Churnside.

Staff present: James Jans, Shanti Burns.

Audience members present: Brian Lee, David Jacob, Robert Colclessner, Jack Garrison, Marianne Pietras, Barbara Adams, Linda Hargens, Dennis Rogers.

Chairman **Jeff Hargens** called the meeting to order at 6:35 p.m.

APPROVAL OF THE AGENDA

James Jans would like to move Peter Fry/Multnomah County to item 7a since Mr. Fry is running late. **Robert Gaughan** made a motion to approve the agenda as modified, **Sonny Boyd** seconded, passed unanimously.

APPROVAL OF THE MINUTES

September 16, 2014: **Jeff Hargens** would like the word *water line* to be written as one word. **Sonny Boyd** made a motion to approve the minutes as modified, **Kevin Wilhelm** seconded, passed unanimously.

October 21, 2014: **Sonny Boyd** made a motion to approve the minutes as presented, **Robert Gaughan** seconded, passed unanimously.

FILTER POND / PACE ENGINEERS

Brian Lee from Pace Engineers submitted a proposal of cost and scope of work for the filter pond 1 replacement project. **Jeff Hargens** made a motion to authorize Pace Engineers to proceed with the proposal dated November 17, 2014 for the filter 1 replacement project, with \$59,501 for the design and permitting costs, **Sonny Boyd** seconded, passed unanimously.

REVIEW OF REGISTERED OFFICE & AGENT

Shanti Burns said the registered office is the location that legal documents can be served, and the registered agent is the person allowed to sign for them. She said the District's office address is currently listed as the registered office, and the District Clerk is listed as the registered agent. **Jeff Hargens** made a motion to leave the District Clerk as the registered agent, and keep the address for the registered office the same, **Kevin Wilhelm** seconded, passed unanimously. This information is to be reviewed annually.

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PETER FRY: MULTNOMAH COUNTY MASTER PLANNING

Peter Fry states that after his meeting with the Multnomah County planning department, he has come up with three options. The first option would be to work with the existing system, however the planning staff would continue to have long review times. The second option would be to work with the county commissioner to get set time frames for the permitting review process. The third option would be to try to get the entire system approved in order to avoid the need to receive permits in the future. **Peter Fry** feels that the second option would best suit the District. He said the county currently treats the District like a private residence instead of a governmental entity. He would like the county commissioner to issue an intergovernmental agreement, setting a time frame for the Multnomah County planning department to issue a response after receiving permit requests. He would like to receive a letter from the other local governments within the District, stating the vital need of the service provided by Corbett Water District. **Shanti Burns** asked if it would be more cost efficient if the District received the letters from the local government agencies, instead of Peter Fry. **Peter Fry** said it would save money if the District requested the letters, and that he will ask the manager what he thinks the letters should include.

MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Jeff Hargens** instructed James Jans to reimburse employee mileage by check. **Sonny Boyd** inquired about the monthly maintenance fee paid to Copytronix. **Shanti Burns** informed him that the maintenance agreement is for the main printer located in the front office, and includes toner and repairs. She recently negotiated a two year contract for maintenance at half the cost of what the District was paying. **Sonny Boyd** said there were payments made to both United Rentals and Total Rental Center for similar items. **Shanti Burns** informed him that an invoice for Total Rental Center was accidentally also paid to United Rentals. She has already contacted United Rentals and they are mailing a refund check which will be reflected on next month's financial reports. **Sonny Boyd** asked what the payment to Taurus was for. **James Jans** informed him that the computer and software at the Treatment Plant was replaced, which is scheduled to be done every four years.

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

Distribution: Our lead and copper samples came back below the maximum contaminate level (MCL) and the customers that helped take samples have been notified of the results. This shows that our corrosion control program of adding soda ash at the treatment plant is working. The new F450 has arrived and the utility box will be installed after it is painted. The F350 is now working in our fleet as a flat bed work truck.

Office: The water bills from September/October 2014 produced \$114,304 in water sales and \$29,902 in base rate charges.

South Fork: The water flows have increased at South Fork and we are now using our new Farmers Screen.

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MONTHLY REPORTS - Manager's Report (Cont.)

Treatment Plant: Filter pond 3 has been cleaned and is now online for use during the winter months. We have winterized the treatment plant and will soon drain filter pond 1 in order to clean it. During the last winter storm, we had several high turbidity events during which the treatment plant operated correctly by opening the bypass Cla-val and not allowing the highly turbid water to enter the filter ponds for a total of 11.1 hours.

Hydro: Nothing to report this month.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Robert Colclessor said he is happy with how the District is running.

UNFINISHED ITEMS FOR BOARD CONSIDERATION

No comments were made.

Jeff Hargens made a motion to adjourn the meeting, **Sonny Boyd** seconded, passed unanimously. Meeting adjourned at 7:23 p.m.