

MINUTES

CORBETT WATER DISTRICT  
REGULAR MONTHLY WATER BOARD MEETING

NOVEMBER 18, 1997

The meeting was called to order at 7:30 p.m. by Chairman Robert Colclessner. Board Members present were Jeff Grover, Jim Mastne, and Henry Schwartz. Also present were Tom Tye, staff personnel Randy Stark, Torey Redfern, Jan Leckron, Supt. Marc Caldwell, and Dist. Clerk Carol Quinn.

The minutes of the last meeting were read and approved as printed.

Mr. Tye presented a preliminary draft report of alternative water reservoir construction options at the treatment plant site including material, capacity, size, and cost estimates for the Board to review and discuss. The information included pros and cons of the various material available including bolted steel, welded steel, and concrete tanks. Costs would also vary depending on site location and height. The information is preliminary and will require additional research. The Board will also need to consider financing options of saving, special levy, bonds, borrowing, etc. There was considerable discussion pertaining to the report. It was decided that Courtney Wilton from the TSCC would be asked to attend a meeting to present the various financing propositions. Mr. Tye will collect more precise figures, life span projections, maintenance costs, etc. The district would like to begin construction in the summer of 1999 if financing is available. This reservoir would protect against running out of water if there were a problem at the treatment plant. It would allow the District to shut down a reservoir within the system to allow for maintenance without the running out of water and it would meet peak demand needs. Since this meeting is late in the month and the holiday season is near, it was decided that Mr. Wilton will be asked to attend the January meeting. This will also allow Mr. Tye to obtain more exact information. If the District elects to submit a bond or levy proposal to the voters, the election would need to be held in 1998. This discussion will be further addressed at the January 13 meeting, also.

Mr. Tye invited the Board and staff to attend a Christmas party at his office on December 10.

A draft of the job opening advertisement for Superintendent was submitted to the Board for discussion. There were some corrections made and it was decided that a job application would be prepared for the December meeting to accompany the corrected advertisement for the Board to review.

Mr. Colclessner mentioned that he would like to schedule a time for the Board members to view the video tape prepared by SDAO regarding Board Member Role and Responsibilities. He will try to arrange an evening or several evenings when everyone can attend.

A draft of the Audit Report for July 1, 1996, through June 30, 1997, was submitted. This audit report shows that the District's finances appear to be in order and upon our review there are no apparent errors in the report.

Mr. Caldwell presented his monthly report listing leaks fixed, meter installation, projects planned and completed, etc. Mr. Colclessner commented how nicely the yard and shop looked all cleaned up. Mr. Mastne liked the informative report. Mr. Caldwell advised the Board that the District will be installing PRV valves in December. The pipe has been moved into the new storage shed, the dumpster has been dumped about four times with debris from cleaning the shop and yard. Two customers will be hooked up on the new Woodard Road line when the testing results have been approved. Mr. Caldwell informed the Board of the schooling that personnel have attended.

There was some discussion concerning charging customers for broken line repairs, and a penalty charge when they break lines without calling for a locate first. The District will review and propose a policy at a future meeting. Mr. Caldwell is attending class in Clackamas and will ask other districts what they do in such cases.

Mr. Caldwell mentioned that Longview Fibre has opened their gates for hunters in the Aims area. This allows access to our watershed. This issue will need to be addressed.

The Board discussed increasing Mr. Caldwell's wages for the time he is serving as interim District Superintendent. Mr. Mastne moved and Mr. Schwartz seconded the motion that Mr. Caldwell's monthly salary be adjusted to Grade 9, Step 1, in the amount of \$2,809.00. Passed. The Board emphasized that this would be temporary until the position of Superintendent is filled on a permanent basis.

Mr. Mastne moved that the bills be paid. Mr. Grover seconded. Passed.

Mr. Colclessor called for an Executive Session at 10:30 p.m. and requested Mr. Stark remain for this session.

At 11:10 the regular meeting was reconvened. The meeting was adjourned.