

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
November 19, 2013**

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

Staff present: James Jans

Audience members present: Malcolm Freund, David Jacob, Brian Lee, Carnetta Boyd, Greg Apke, Nicholas Ray

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

APPROVAL OF THE AGENDA

Robert Churnside would like to table item 5, leak adjustments, until the December 2013 meeting since the customer is not in attendance and the second page was not included in the board packets. **Sonny Boyd** made a motion to approve the agenda as modified, **Kevin Wilhelm** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Sonny Boyd said that during the manager's report, it states "on the 6" *duct tile* main", however this should read "on the 6" *ductile* main". **Sonny Boyd** made a motion to approve the minutes of October 17, 2013 as modified, **Robert Churnside** seconded, passed unanimously.

SOUTH FORK DISCUSSION

Brian Lee states that he had a meeting with Greg Apke from the Oregon Department of Fish and Wildlife (ODFW) over the exemption application and the reasons why it was denied. They also discussed mitigation options. ODFW did not have specific sites they could offer for mitigation on South Fork but it was discussed using North Fork for the fish passage site instead. **Greg Apke** states there is a requirement for both North and South Fork fish passage due to FERC requirements from the hydro project. **James Jans** said that if the dam was removed, it would create fish passage. **Greg Apke** said they strongly support this, however there would have to be other engineering of the stream, such as adding boulders, to make the fish passage acceptable. The District is still gathering information for the intake structure.

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MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Sonny Boyd** said the budget tracking shows an amount of approximately \$752,000 under the debt service fund. **James Jans** informed him that this amount was placed in the wrong column, and the debt service should only show \$138,458. **Sonny Boyd** inquired about the payment to HACH for \$805. **James Jans** said we ordered parts from HACH to repair the 1720 E turbidity monitors, SC100 pH probes and the CL-17 reagents. **Jeff Hargens** asked how often the District uses Jeff Miller's services. **James Jans** said we used him on the Littlepage project, however we are now finished with pipe line projects for the winter season. **Kevin Wilhelm** made a motion to accept the financial reports as presented, **Robert Gaughan** seconded, passed unanimously.

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

Distribution: The Meyers Lane project has had the 4" gate valve installed. We are pressure testing and tying over the four services later this month so we can abandon the 850 feet of old 1.5" steel line that was installed back in the 80's.

The 4" hot tap has been installed for the new shut off at Mershon Reservoir. After the piping has been installed, we will be abandoning the old rusty 4" pipe that does not have a gate valve for the reservoir inlet.

The old 6" steel main has been capped for the Littlepage project from Loudon down to Hurlburt, and then over to Evans Road. The services have been tied over to the new 8" main and the last small section of blacktop is ready for its asphalt patch.

We installed a new 8" gate valve on the Hurlburt project so we can start heading west from Kimbley Road next spring. Our goal is to finish replacing the entire section of Hurlburt's old 4" steel mains from Kimbley down to Christensen Road with 8" C-900 pipe by the end of next summer.

The last three water services on Marok Road have been tied over to the new 4" main that we installed earlier this year.

While working on the Littlepage project back in August 2013, I had to write up the crew for not flagging properly on the roadway, and not compacting the ditch per Multnomah County's requirements on the Road Right of Way Permit dated August 9th. Ten days later, an OSHA representative showed up for an inspection, advising me that he had received a complaint on August 16th. He issued a citation which included several points: Not flagging properly, entering a confined space without the proper safety gear, not keeping written safety minutes of our tailgate meetings, and a drill press in our shop that had a frayed cord and was missing the ground prong.

I met with the OSHA safety inspectors with Jeff Hargens on November 12th for our appeal and showed them proof of our many tailgate meetings, as well as many examples of confined space training (including memos issued to the individual who had violated our safety procedures). The response from the OSHA inspector was essentially, "You can lead a horse to water, but you can't make him drink". He also stated that the individual who entered the confined space without driving up to the shop to collect the required tripod and gas monitor was just being "lazy", which

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MONTHLY REPORTS - Managers Report (Cont.)

caused the District to receive the citation. All District operators received State certified flagging cards last year, paid for by the District, and tailgate minutes are now being scanned and filed in the computer for future records. After a lengthy discussion, OSHA's original proposed fine of \$1,200 was reduced to \$320. They advised me that a fee had to be charged because the confined space issue could cause a hazardous condition resulting in death if not handled properly. The confined space vaults have all had "Confined Space" signs attached to their lids so that no District employee will ever mistakenly or lazily enter any vault again without following the guidelines that have been in place for many years. In order to protect all employees in the future from a hazard that could result in death, termination may result for any employee who enters a confined space without the required tripod and gas monitor per District's safety policy. The drill press did not have any frayed cords, nor was it missing its ground prong, and was therefore removed from the citation after the inspector visited our shop that day.

Nick and Hans have completed their hydrant flushing class on November 8th and received .5 CEU's each. We have flushed our dead end lines and have been working with the Fire Department on flushing our hydrants.

Office: On November 1st we read water meters and produced \$67,885.45 in water sales and \$28,476.01 from the base rate for that period.

Treatment Plant: Nothing new to report.

Hydro & FERC: Nothing new to report.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Malcolm Freund was curious about the altitude valves on the Reservoirs. **James Jans** said there is water that is slowly leaking, however even after GC Systems rebuilt the valve the problem is still present. He said it is probably from debris and the rusty pipe and once we finish our plumbing it should be fixed.

Meeting was adjourned to go into executive session at 7:35 p.m.

EXECUTIVE SESSION ORS 192.660(2)(b): TO CONSIDER DISMISSAL OR DISCIPLINE OF, OR TO HEAR CHARGES OR COMPLAINTS AGAINST AN OFFICER, EMPLOYEE, STAFF MEMBER OR AGENT

Meeting was reconvened at 7:50 p.m.

No decisions were made in executive session.

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UNFINISHED ITEMS FOR BOARD CONSIDERATION

No comments were made.

Sonny Boyd made a motion to adjourn the meeting, **Robert Churnside** seconded, passed unanimously. Meeting adjourned at 7:52 p.m.