

**CORBETT WATER DISTRICT
REGULAR MONTHLY BOARD MEETING**

Chairman Ed Kalberg called the meeting to order at 7:00 p.m. Board members Ken Blanc, Steve Wilson, Jeff Grover and Henry Schwartz were present. Also present were Superintendent Randy Stark and District Clerk Kathie Cicerich.

Community members present were: Gordon Fulks, Bob Colclessor, Doug Geller, Malcolm Freund and Greg Hood.

APPROVAL OF MINUTES

Ken Blanc moved to accept the November 5 and November 12, 2002 minutes. Board members voting for the motion were Ken Blanc, Steve Wilson, Ed Kalberg, Jeff Grover and Henry Schwartz. Motion passed unanimously.

WATER BILL REDUCTION (DON & KAREN HORNE) & (GREG HOOD)

Don and Karen Horne had a water leak of 29,000 gallons in November, which amounted to \$125.58. The District Staff reduced the bill to half, leaving a balance of \$77.73 and Mr. & Mrs. Horne are asking for further reduction. Greg Hood who is a District customer is also asking for a further leak reduction from the Board. Mr. Hood had a water leak of 253,000 gallons in November, which amounted to \$1001.42. The Staff reduced his bill to half, leaving a balance of \$489.32. The Staff recommends that both customers' bills be reduced to a sixth month average. Steve Wilson moved to reduce both customers' water bills to a six-month average. Board members voting for the motion were Ken Blanc, Steve Wilson, Ed Kalberg, Jeff Grover and Henry Schwartz. Motion passed unanimously.

There was discussion among the Board members regarding the current policy on customer credit adjustments for water leaks. The current policy gives the staff authority to reduce a customer's water bill to half of the gallons used if the customer repairs the leak in a timely fashion, further adjustments are made by the Board, which typically are reduced to a six-month average. The Board would like a resolution prepared for the January 2003 Board meeting that changes the policy so staff can adjust a customers water bill to a six month average in cases of water leak adjustments.

FINANCIAL REPORT

Kathie Cicerich went over November 2002 payables and receivables. The year to date total for health insurance is \$22,257.06, which includes the December 2002 insurance premium. The monthly health insurance premium is \$3,701 for District employees, but this figure will change as premiums are raised in January for Kaiser.

MONTHLY WORK REPORT

Mr. Stark briefed the Board on work projects and leak repairs performed in October.

- Marc rebuilt the chlorine transfer pumps
- A leaking service saddle on Evans Rd. was repaired
- Replaced a service line and installed a double check valve on Evans Rd.
- Repaired several leaks on Hurlburt Rd, Wand Rd, Mershon Rd and Lucas Rd.
- Installed a service line, meter and double check valve for the church on Lucas Rd.
- In October three water samples came back positive from the lab for coliform. The three positive samples also had good chlorine residual. Marc collected repeat samples; eleven came back negative for coliform. The State is requiring the District to do a public notice on the three positive coliform samples. Mr. Stark said he believes that something went wrong with the testing procedure and not the water.
- Reynolds School District is in the beginning stages to install an 8" line from Woodard Road to the School, which is mandatory for fire protection at the school. This provides the Water District an opportunity to rework the Job Corp service line and to put in a new vault and meter. The possible cost for the District is \$10,000 to upgrade the above listed projects for the Job Corp. There was discussion that followed.

AUDIENCE COMMENTS NOT ON THE AGENDA

Malcolm Freund commented on electronic check payments. Bob Colclessor had contacted Compass Engineering regarding a survey they did for the District in 1997. They still have the survey that shows the monuments and he said Lee Engineering doesn't need to complete another survey. Compass Engineering told Mr. Colclessor they would mail their survey onto Lee Engineering. Mr. Fulks agreed with Mr. Colclessor that there is no reason to do another survey if Compass Engineering has already completed one.

LEI-PROPOSAL FOR DESIGN & INSPECTION SERVICE - RESERVOIR #6 PROJECT

Mr. Stark and Mr. Lee had a pre-application meeting with Multnomah County Planning Division. Bureau of Land Management (BLM), wants to approve the project before it goes to the County. Art Arroyo with BLM said the approval process takes two or three days.

Mr. Greenman who is a surveyor has been doing the current survey and should finish up within the week. It's not only a property line survey but also a topographical survey as well. Multnomah County Planning said it would be three to six months to finish up on the needed permits for this project. There was Board discussion on the three to sixth month time period to obtain all the proper permits. Also, Janet Hillock from Oregon Economic Community Development Dept. (OECCD) is questioning the process the District used to select the Engineer for the design & construction phases. The District lawyer is drafting a letter to Janet Hillock to ease her concerns.

Steve Wilson expressed concern about the proposed timeline schedule. Duane Lee had indicated going to bid on the reservoir in February and the District still doesn't have a proposal for the design. Mr. Lee needs to know that if we get too behind on the schedule the District has the option to revert Lee Engineering to construction management and a contractor could be hired to design the reservoir. Mr. Stark will push for Mr. Lee to have the proposal for the reservoir design ready for the January 2003 Board meeting. There was a short conversation amongst the Board members.

RESOLUTION TO TRANSFER FUNDS FROM CONTINGENCY TO PERSONAL SERVICE TO COVER MEDICAL INSURANCE COSTS

Mr. Stark read aloud resolution 2002.12.01 of the Corbett water District, transferring \$27,000 from general fund contingency to general fund personal services. The \$19,060 budgeted for health insurance is insufficient to fund health insurance through the end of the fiscal year. Jeff Grover made motion to accept resolution 2002.12.01 as read by Mr. Stark.

Mr. Blanc can't see transferring monies into this fund since there is still \$183,600 unspent in this fund. After some discussion, Board member Jeff Grover voted for the motion. Board members voting against the motion were Ken Blanc, Steve Wilson, Ed Kalberg and Henry Schwartz. Motion failed.

Mr. Wilson doesn't feel the budget committee meetings are the place to discuss health insurance issues but should be handled by the Board members. Mr. Wilson requested for next months Board meeting an analysis for the annual cost for the current program and the various annual costs for a \$500 and \$1000 deductible. Ken Blanc suggested asking the employees what they prefer, no pay raise, higher deductible or contributing to their health insurance premium. Jeff Grover agreed.

Audience members commented on employee health insurance.

The regular Board meeting was temporary adjourned at 8:38 p.m.

SUPERINTENDENT EVALUATION

At 8:36 p.m. pursuant to, ORS 192.660 (1)(i), chairman Ed Kalberg called the Board into Executive Session for the purpose of the superintendent job appraisal.

At 9:20 p.m. Chairman Ed Kalberg reconvened the regular Board meeting. Randy Stark said there was no motion made at last months Board meeting on the 2% merit increase awarded to the Superintendent. So, Ed Kalberg made motion in accordance with Corbett Water District policy for superintendent review to award a 2% merit increase effective 11/1/02. Board members voting for motion were Ken Blanc, Steve Wilson, Ed Kalberg, Jeff Grover and Henry Schwartz. Motion passed unanimously.

Ken Blanc moved to adjourn the meeting at 9:25 p.m. Board members voting for the motion were Ken Blanc, Steve Wilson, Ed Kalberg, Jeff Grover and Henry Schwartz. Motion passed unanimously.