

**CORBETT WATER DISTRICT
REGULAR MEETING OF THE BOARD
Written Summary
December 21, 2010**

Board members present: Robert Gaughan, Sonny Boyd, Robert Churnside, (Jeff Hargens arrived at 6:35 p.m.)

Staff present: James Jans, Shanti Kraai.

Audience members present: Malcolm Freund, Brian Lee, Gordon Fulks, Bruce Beswick, (Robert Colclessor arrived at 6:35 p.m.)

Vice Chairman **Robert Gaughan** called the meeting to order at 6:33 p.m.

APPROVAL OF THE AGENDA

Sonny Boyd made a motion to approve the agenda as written, **Robert Churnside** seconded, passed unanimously.

APPROVAL OF THE MINUTES

Robert Churnside made a motion to approve the minutes as presented, **Sonny Boyd** seconded, passed unanimously.

LEAK ADJUSTMENTS

8460-00: This case was viewed as a hardship due to the large quantity of water used from the leak, as well as the limited income of the customer. **Sonny Boyd** made a motion to adjust the September/October 2010 billing cycle to the customers six month average prior to the leak, 5 units, **Robert Churnside** seconded, passed unanimously.

9222-00: This case was viewed as a hardship due to the extensive and costly repairs required to fix the leak. **Jeff Hargens** made a motion to adjust each of the July/August and September/October 2010 billing cycles to the six month average prior to the leak, 30 units, **Sonny Boyd** seconded, passed unanimously.

URBAN AREA SECURITY INITIATIVE (UASI)

James Jans states that UASI helps local government agencies within the Portland area with equipment that could assist with prevention and response to emergencies and prevention against terrorism. He states that Boring Water District has received a \$17,000 light trailer, as well as numerous other items from UASI. It is required that the receiver attends the UASI monthly meetings in order to stay a current participant. **James Jans** says that the District may apply for eligibility now, however it will take year to get on the equipment wish list. He states the District would benefit from many items, such as a reader board or any equipment to assist with leaks.

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TREATMENT PLANT: FILTER POND 3

Brian Lee from Pace Engineers inquired as to the board's decision on proceeding with the construction of filter pond 3. **Jeff Hargens** states that the District will need funding for the project prior to proceeding. He says that the District will probably not be able to get a levy passed. He states that the District could raise the rates to cover the expense of this project, however he feels that the best option would be to do the project over a three year span and use capital funds. **Brian Lee** states that it is great that the District is planning ahead for future projects, but to keep in mind that filter pond 3 was built 30 years ago. He states that a small rate increase over a couple of years would be easier than a large rate increase in a short period of time. **Shanti Kraai** suggested waiting until the budget committee meets in March 2011 to discuss budgeting for the filter pond 3 project. **Brian Lee** informed the board that he will edit the original time frame of the project to reflect a three year period and have it ready for review by the first budget committee meeting. **Robert Churnside** said that extending the project over a three year period may give the staff more time to perform work in house.

NOTIFICATION OF NEED FOR BUDGET COMMITTEE MEMBERS

Shanti Kraai states that budget committee members as well as the budget officer will be appointed at the next regular board meeting held on January 18, 2010. Two budget committee member's terms will be ending, Dave Mysinger and Sue Fry.

BLM - PURCHASE OF LAND

The Bureau of Land Management has informed James Jans that they may offer to sell the Treatment Plant land to the District. We currently have a 25 year lease for \$25 per year. **Jeff Hargens** states that the District will need to review the pros and cons of purchasing the land. **James Jans** states that if the District owned the land we will be exempt from FERC, therefore permits may be easier to receive. However, if the District owns the land, the Oregon Department of Fish and Wildlife (ODFW) will have mandatory conditioning authority, which means they can attach conditions to the exemption and FERC must accept them if they are reasonable. The lease has been renewed until 2037.

3587-00: ILLEGALLY REMOVED BACKFLOW

This customer feels that the District should pay to have all the backflows assemblies in the system tested and it should not be the customer's responsibility. The District sent numerous letters to the customer requesting they get the backflow assembly at their residence tested, however no response or test results were received. James Jans went to perform the test of the backflow assembly himself, only to discover that the assembly has been illegally removed. **Jeff Hargens** states that this customer's water could contaminate our water supply due to the elevation of the home being over 30'. **James Jans** says that according to the cross connection control survey completed by the customer, there are numerous items at the residence that would

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3587-00: ILLEGALLY REMOVED BACKFLOW - (Cont.)

require a backflow assembly. **Jeff Hargens** instructed James Jans to give the customer between one week and 10 days to reinstall the backflow assembly and have it tested. If this is not done, the District will reinstall the backflow assembly and charge the customer for material and labor. If the customer does not pay the charges to his account, fees shall be applied and service will be discontinued.

Meeting was adjourned to go into executive session at 7:25 p.m.

EXECUTIVE SESSION ORS 192.660: MERITORIOUS AWARD

No decision was made in executive session.

Meeting reconvened at 7:40 p.m.

Jeff Hargens states that the Board of Directors will vote on giving employees a meritorious award for exceptional work. **Shanti Kraai** informed the board that legal counsel from S.D.A.O. advised the office that there were no legal ramifications by granting a meritorious award to two employees of the District. **Sonny Boyd** voted yes, all other directors voted no. **Robert Churnside** stated that his decision was based on the fact that it is public funds, and had it been private funds he would have been in favor of the meritorious award.

MONTHLY REPORTS

Secretary/Treasurer Financial Reports: **Sonny Boyd** questioned why the District has two different pager services. **Shanti Kraai** responded that one is for the pager use and the other is an answering service used for emergencies.

Managers Report: See attached. **James Jans** says that the 1990 Ford Ranger was sold for \$800 and scrap metal was recently sold for \$700.

PUBLIC COMMENTS ON ITEMS NOT LISTED ON THE AGENDA

Malcolm Freund would like to know how the new credit card machine is working out. **Shanti Kraai** states that the District just started accepting credit cards as of December 17, 2010 and have yet to receive any payments. She informed him that bills are to go out at the end of the month so there will be more information to report at the next board meeting.

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UNFINISHED ITEMS FOR BOARD CONSIDERATION

Jeff Hargens states that the District should review other engineers. He states that the prices charged by Pace Engineers are too high for the District's limited budget. The District is not obligated to continue using the services provided by Pace Engineers. **James Jans** states that we have received a quote from Hydra Engineering for the hydro project. Hydra Engineering will review and issue a quote for the filter pond 3 project as well. **Jeff Hargens** states that Pace Engineers has requested a change order for \$2,548. He does not feel that this charge is justified. He states that if Pace Engineers can prove that they came out for all the inspections of the Reservoir 2 project, as was originally charged, then the board will review the change order at that time. He is under the impression however that the engineer did not perform all the work that the District got charged for.

Sonny Boyd made a motion to adjourn the meeting, **Robert Churnside** seconded, passed unanimously. Meeting adjourned at 8:03 p.m.