

CORBETT WATER DISTRICT



BOARD OF COMMISSIONERS REGULAR MONTHLY BOARD MEETING HYBRID MEETING: IN-PERSON ~ VIRTUAL MEETING VIA ZOOM

Tuesday, February 21st, 2023 6:30 p.m. ~ Corbett Fire Hall 36930 E Hist. Col. Riv. Hwy

BOARD MEMBERS PRESENT: In-Person: Dan Graff, Sara Grigsby, and Kelly Piper. Jeff Hargens and Fred Sanchez joined via Zoom.

STAFF MEMBERS PRESENT: District Manager Ana Linden, District Clerk Heather McGivney, DRC David Jacob.

COMMUNITY MEMBERS PRESENT: In-Person: Michael Arion, Gordon Fulks, Roland Beebe, Malcolm Freund, Jack Garrison. Via Zoom: Cloudy Sears, Angie Kimpo.

AGENDA

1. Call to Order – Board Secretary Kelly Piper called the meeting to order at 6:41pm after some technical difficulties.

2. Roll Call – All Board Members present. Commissioner Fred Sanchez joined late, at 6:47pm.

3. Approval of the Agenda – Sara Grigsby moved to approve the agenda. Dan Graff seconded. *(motion passed 4 yes votes: D. Graff, S. Grigsby, J. Hargens, K. Piper; 0 no votes)*

4. Approval of the Minutes – Sara Grigsby moved to approve 01-17-23 Regular Meeting minutes, Dan Graff seconded. *(motion passed: 4 yes votes: D. Graff, S. Grigsby, J. Hargens, K. Piper; 0 no votes).*

5. Treasurer's Report – Sara Grigsby presented the January 2023 Treasurers Report. The Oregon LGIP savings account is strong at \$444,000. After the end of the month, \$50,000 was transferred to LGIP. The Summary of Accounts: We purchased a shipping container for storage for about \$6,100. Our Engineering budget line continues to be overspent vs. budget, but that is for David Jacobs' acting DRC, and his mentorship. Legal is overspent in pursuing a suit regarding the well. Personnel services are at 39% of the amount budgeted. Currently, we've received more income than expected for this point in the fiscal year. Question from Gordon Fulks: What is the interest rate for LGIP? Heather answered that the monthly distribution yield is listed as 3.37%. Heather will follow up with LGIP to see if there is a higher interest rate associated with higher balances, and ask Wells Fargo if there are interest bearing accounts. *Note from Heather: The current interest rate at LGIP is 3.75% and it is the same rate regardless of balance. We earn 1.65% interest on our checking account with Wells Fargo.* Jack Garrison asked if we have an emergency fund at Wells Fargo, because of the slow transfer time between LGIP and Wells Fargo. Ana answered that we keep a sufficient amount in our Wells Fargo account for emergencies. Jeff Hargens moved to accept the Treasurer's Report as presented, Dan Graff seconded. *(motion passed 5 yes votes: D. Graff, S. Grigsby, J. Hargens, K. Piper, and F. Sanchez; 0 no votes)*

6. Manager's Report – **Ana Linden** We sent request for proposals for a risk assessment plan, paid for fully by the watershed grant. Angie Kimpo, Cloudy Sears, Jim Morgan, Sara Grigsby, and Ana form the watershed committee and they will review proposals and bring suggestions to the March Regular Board Meeting. The effects of fire hydrants on the water system is a more complicated issue than anticipated. It could be that our system is too unstable to accommodate our hydrants due to pipe size and age, and high water pressure. Ana wants to commission a hydraulic study to determine whether any of the Corbett hydrants are safe for anyone other than Water employees to open and shut. Ana wants to

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begin to track our appurtenances, so that we have more complete information about repairs and problems. The system is divided into six “zones” based on reservoirs and pressure. Ana has spent more time at the treatment plant, learning how previous managers maintained the water system. The Energy Trust of Oregon commissioned a study of our hydro generator, but won’t be providing additional funding for the project. A new HVAC system should be installed soon. Introduction of Utility I worker Alex Nichols. Ana hopes to hire a Utility II worker soon, and possibly a summer field intern. Sara Grigsby asked for more information about the proposed tracking system. It will utilize our current work order procedure to track maintenance and data for each pressure reducing valve, hydrant, etc. Dan asked clarifying questions about how data has been tracked in the past, about the different zones in our system, and how the information should be tracked. Everyone is happy that a tracking system will be going into effect, though it would have been better to start sooner.

OLD BUSINESS

1. Building Update – Kelly Piper/Ana Linden. We have gotten bids from HVAC companies and several volunteers deliberated over the bids, finally choosing Deluxe Heating and Cooling. People from Deluxe have come to discuss placement of vents and air intakes, etc. Also, our old oil furnace will be repurposed to heat the garage. The project will start next week. The new system will be a Mitsubishi heat pump. Scott Hubbard, a Corbett local who has been working on our building, died a few days after installing the hatch in our shop. We are saddened by his death, and losing him will cause a delay in some of the work that was going to happen.

2. Ordinance 2023.01.17. This was the second reading, in title only, of “Ordinance 2023.01.17 of the Corbett Water District The Board May Hereafter Amend Rates, Fees, and Other Charges by Resolution” Copies of this ordinance are available in the Corbett Water District office. Explanation of this change: In the future, following a public rate hearing in accordance with ORS 264, the Board of Commissioners may adopt rate increases by resolution, rather than by ordinance. The public shall be notified of both the rate hearing and the resolution in advance. Sara Grigsby moves to approve Ordinance 2023.01.17, and Jeff Hargens seconds. (*motion passed 5 yes votes: D. Graff, S. Grigsby, J. Hargens, K. Piper, and F. Sanchez; 0 no votes*)

NEW BUSINESS

1. Election of new Board Members in May – Three spots are opening on the board due to expiring terms: Jeff Hargens, Fred Sanchez, and Dan Graff. We know of one person who has registered: Michael Arion is running for Position 5. The deadline is March 16, 2023, and the cost to register is \$10.00.

2. Energy Trust of Oregon Hydro Generator Study – Our hydro generator has been broken since 2017 or 2018. The generator was built in 2014 with grants from Energy Trust of Oregon and \$73,000 from Corbett Water. However, the parts were subpar, and over time have broken. David rebuilt it, but it broke again. ETO paid for a study about the costs to repair it at an estimated cost of \$34,000 – \$58,000, or replace it at an estimated cost of \$100,000. However, this is mostly for informational purposes, as there is no action to take presently. Question from Dan about whether Inpipe was consulted, or just Canyon Hydro? Dan believes that Inpipe uses more standardized parts, whereas Canyon Hydro parts tend to be customized. Dan thinks it might be worth asking Inpipe if they have anything that would work for this application. David is willing to come back with a proposal to do the work himself.

3. AsterrA estimate – AsterrA is a company founded on technology that used satellite imagery to look for water on Mars. Now the company uses satellites to detect chlorinated water underground.

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Corbett can piggyback on the Portland Water Bureau's existing order for scans because their imaging is big enough to include Corbett as well as Portland. It would cost us \$10,000 for a 12 month subscription to access their data. There would also be the opportunity to contract with experts in the technology to pinpoint leaks for an extra \$9,000 for 40 hours of work. Dan feels that there are other ways to gain this type of information, either through data analysis of repairs, or sound equipment. Community member Angie Kimpo could be able to get some information from Portland to gauge their level of satisfaction and how they are using data. Ana feels that this imagery would provide useful information because when they test running ground water, there are trace levels of chlorine. Sara Grigsby moves that we go forward with the \$10,000 contract with Asterra, provided that we get more information. She would like Angie Kimpo to see if Portland will share their satisfaction level and any advice about the process. Secondly, she would like Ana or David to research if there are any surrounding districts that have used Asterra and can give us feedback. Fred Sanchez seconds the motion. Discussion ensued about getting more information from other districts before deciding, and Sara tabled her motion until the Regular March Board Meeting.

4. Aged Receivables Quarterly Report – Heather reported that there is a balance of \$11,469.17 that is over 90 days past due. Most of this is one customer who is waiting to file a claim with our insurance. Two people are on payment plans, and two properties are for sale. She tried to contact the realtors involved to let them know that there is an open water balance, but there has been no response.

5. Budget Committee start time – Discussion ensued about timing of the meeting. Jeff Hargens suggests that we use the first meeting as presentation only, and have a second meeting for deliberation and public comment. The presentation meeting would be at 6pm on March 21, before the Regular Board Meeting, and the second meeting for deliberation would be at 6:30pm on March 29.

PUBLIC COMMENTS – Gordon Fulks would urge caution before using Portland's experience with satellite imagery to discover leaks, because we have very different geography, and significantly more pipe running through forest land. He feels that we should see if Asterra will provide a sample of their work and prove that it will be useful to our District. Jack Garrison remembers that we previously talked about using the new Master Plan to inform the planning of the budget. He thinks that the budget committee should be briefed on the Master Plan. Dan Graff responded that the Master Plan is more of an overview, rather than something that will affect a one year budget. He believes that starting a system to track maintenance and repair on appurtenances will be more useful to planning the annual budget. Malcolm Freund would like to request that future Water District meetings be scheduled with other "regular" Corbett community meetings in mind. For instance, the Master Plan meeting was directly opposite a NEMCCA meeting that is always on the third Thursday. Sara Grigsby suggests that we compile a list of regular community meetings. Sara wants to point out that there will be an in-person town hall with our State Representative from the 52nd District, Jeffrey Helfrich, on Friday, February 24, 2023 from 10:30am – 11:30am at Corbett Grange. Angie Kimpo commented that putting in a good Geographic Information System to track data would be very helpful for the future.

SUGGESTIONS FOR FUTURE AGENDA ITEMS – None

BOARD MEMBER ADDITIONAL ITEMS FOR THE GOOD OF THE ORDER

ADJOURNMENT OF MEETING – Jeff Hargens made a motion to adjourn the meeting at 8:15pm,

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Sara Grigsby seconded. (*motion passed 5 yes votes: D. Graff, S. Grigsby, J. Hargens, K. Piper, and F. Sanchez; 0 no votes*)

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