

**BOARD OF COMMISSIONERS SPECIAL BOARD MEETING
VIRTUAL MEETING VIA ZOOM ~ Thursday, September 7, 2023 6:30 p.m.**

BOARD MEMBERS PRESENT: Michael Arion, Dan Graff, Sara Grigsby, Angie Kimpo, and Kelly Piper

STAFF MEMBERS PRESENT: District Manager Ana Linden, District Clerk Heather McGivney, Utility Worker III Loren Wilton, DRC David Jacob

COMMUNITY MEMBERS PRESENT: Malcolm Freund, Jack Garrison, Roland Beebe, Victoria Purvine, M. Gregory

AGENDA

- 1. Call to Order** – President Kelly Piper called the meeting to order at 6:31pm.
- 2. Roll Call** – Michael Arion, Dan Graff, Sara Grigsby, Angie Kimpo, and Kelly Piper are present.
- 3. Approval of the Agenda** – The agenda was revised to include an Executive Session. Michael Arion moved to approve the revised agenda. Dan Graff seconded. (*motion passed 5 yes votes: M. Arion, D. Graff, S. Grigsby, A. Kimpo, K. Piper; 0 no votes*)

NEW BUSINESS

1. Pressure Reducing Valves (PRV) and Fire Hydrants – Dan Graff explained that this topic came up at our August Regular Board meeting, and he became concerned that the method of flowing hydrants might be bringing upstream pressure down below 20 pounds per inch, which is too low. He cleared up his confusion after a later conversation, but concluded that having a drop in hydrant flow rate from one year to the next is a red flag about the system. He would like the Water District to come up with a formal plan for checking and maintaining PRVs to diagnose the low hydrant flow rates, and fix them. Kelly Piper agreed that we need a systematic plan to map the PRVs, map the hydrants, and then check the PRVs upstream from the low flow hydrants so that we can be proactive rather than being reactive. Then perhaps make a weekly report to the Fire District so that they know where we are in our maintenance plan. Dan responded that smaller water systems sometimes partner with their local fire response to flow hydrants and use that info to investigate how the water system is responding to the tests as they happen. It should be a collaborative effort.

David Jacob showed a District map of PRVs, hydrants and roads. PRVs can be used for many different functions from reducing pressure, sustaining pressure, controlling low and high flows, etc. Inside each PRV vault, there are multiple instruments. Some of our PRVs are constantly adjusting, so they get a lot of attention. Others are less integral to system function, so they aren't checked as often. Ana Linden showed an animation of how PRVs work to control flow and pressure. She said that we mainly discover PRV issues when we flow hydrants and are monitoring the system pressure. This is a task that we have taken over from Corbett Fire, and it is showcasing PRV problems. These issues also bring to light that we haven't had a formal method of installing hydrants. There hasn't been a study about how many hydrants our District should have, where hydrants should be located, and what size pipe we need to support hydrant flow. Dan said that the placement of hydrants is generally determined by the Fire Marshall. Pipe sizing is often set up based on fire flows, plus the estimated demand. When the flows drop over time, it is more likely to indicate a water system issue rather than a bad hydrant placement.

THIS WAS A PUBLIC MEETING

Revised 10/5/23, 5:10pm

Dan would like to see a written plan for systematic PRV maintenance. We have a PRV book that lists maintenance on each PRV station. However, it hasn't been kept up to date with the maintenance tasks that have been performed. It is a good resource to use as a starting point. Ana said that in the past, staff seemed to tweak PRV settings to solve each problem as it came up. She would like to establish what the water system settings/pressures should be and work toward achieving them.

Angie Kimpo said that it seems like maybe an ultimate goal for the District would be to seek funding to replace each PRV. David responded that our system has many different types and brands of valves, and when you count in all of the appurtenances that are around the PRV, the cost to replace a PRV station could be as much as \$50,000.00. Dan said he believes that David's estimates are a little dire. He thinks that there will be many PRVs that will respond to gentle maintenance, or small rebuilds.

Dan suggested that we start by checking the PRVs upstream of the low flow hydrants. Ana volunteered to come up with a written plan. David could help Ana to determine the settings for each PRV. Michael Arion suggested that Ana connect with Neskowin Regional Water District, which is a 900 user water district in Tillamook County that he thinks is gravity-fed. They might be a good resource for information about these types of problems. Utility Worker III Loren Wilton suggested that someone could attend Cla-Val University. However, it is located in California, and there are concerns about time and expense. Only about 50-60% of our valves are Cla-Val brand, but almost all of them use the technology based on Cla-Val's patent. Kelly said that she thinks it would be a good idea to send an employee to the school so that we can have a knowledgeable staff person.

Kelly wants to be sure that the Fire District agrees that the current hydrant flows are satisfactory before we head down a maintenance track. Community member/Corbett Fire District Commissioner Victoria Purvine suggests that the Water District Commissioners attend the Fire District Board meeting on September 13, 2023 to discuss these issues.

Kelly will be attending the next Fire District Board meeting to ensure that the Fire District is satisfied with the flow of the hydrants so that we can move forward with the PRV maintenance plan. Ana will draw up the PRV maintenance plan. We can report our progress to the Board and to the Fire District on a regular basis. Through this process, we can develop a more structured maintenance plan.

2. Recess to Executive Session – Kelly Piper announced that the Board would be going into Executive Session pursuant to ORS192.660 (2)(f) To consider information or records that are exempt from disclosure by law, including written advice from your attorney.

Reconvene Regular Meeting – At 7:55pm Kelly Piper announced the return from executive session, and that no decisions had been made.

Michael Arion moved that we appropriate \$10,795.00 to hire Terry Tolan, an expert in geological cuttings, who will help us to understand what happened with the test well. Sara Grigsby seconded. *(motion passed 5 yes votes: M. Arion, D. Graff, S. Grigsby, A. Kimpo, K. Piper; 0 no votes)*

ITEMS NOT ON THE AGENDA – None

SUGGESTIONS FOR FUTURE AGENDA ITEMS – None

ADJOURNMENT OF MEETING – Kelly Piper made a motion to adjourn the meeting at 7:56pm, seconded by Dan Graff. *(motion passed 5 yes votes: M. Arion, D. Graff, S. Grigsby, A. Kimpo, K. Piper; 0 no votes)*

THIS WAS A PUBLIC MEETING

Revised 10/5/23, 5:10pm