

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

**Tuesday, September 16, 2025 at 6:00pm ~ Corbett Fire Hall 36930 E Hist. Col. Riv. Hwy**

**BOARD MEMBERS PRESENT: Michael Arion, Erika Bronson, Dan Graff, Angie Kimpo, Andrew Parker**

**BOARD MEMBERS ABSENT: None**

**STAFF MEMBERS PRESENT: District Manager Andrew Dirks, District Clerk Kelsey Zavoral, District Clerk Heather McGivney, Assistant Clerk Lynda Ronell, DRC for Treatment & Utility II Alivia Pence, Lead Utility Steve Young**

**AGENDA**

- 1. Call to Order** – Board President Erika Bronson called the meeting to order at 6:00pm.
- 2. Roll Call** – All Board Members were present.
- 3. Approval of the Agenda** – Michael Arion moved to approve the agenda; Andrew Parker seconded. *(motion passed 5 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo, A. Parker; 0 no votes).*
- 4. Public Comments**
  - Malcolm Freund commented that the base rate was increased to pay off our loan, and now that the loan is being paid off, he feels that the fee that was added to the base rate to pay off the loan should be removed and the base rate should be lowered, rather than increased to match inflation. He would also like the base rate to be itemized, so that we know what goes into that.
  - Kelly Piper said that the staff golf tournament shirts look nice, and congratulations on the win.
- 5. Grant Update**
  - Lauri Aunan said that the grant committee met yesterday, and went over our four grants.
  - *System Optimization Review:* Lauri said that engineering firm Kennedy Jenks is working on a geographic information system (GIS) and hydraulic model to assess water delivery system operations and identify issues like leaks and service reliability improvements. The project is currently on budget and schedule. Lauri, Andrew Dirks and Heather McGivney will meet next week to discuss the financial reporting. The staff will have a meeting with Kennedy Jenks to go over the preliminary hydraulic model. The Board considered having a presentation of the hydraulic model to one or two Board members after it has been tested and developed further, or perhaps a public Special meeting with the entire Board. After Kennedy Jenks' work is done, there will be Board meetings next year to allow the Board to set goals and prioritize identified issues. The final deliverable will be a capital improvement plan (CIP) to guide future investments in our water infrastructure.
  - *Hazard Mitigation Grant Program (HMGP):* Angie said the Larch Mountain grants are in motion with FEMA, though there are worries that the funding will be held up at the Federal level. The preliminary work with surveying and environmental permitting will continue while the land swap is in progress, which should take about six months. The grant committee will reassess the funding situation in January or February, before the land swap is complete, and ask the Board to decide if work should stop there until the funding is locked down. An alternative source of funding could be a request to either the State or Federal legislature for an appropriation.

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- *Aquifer Storage and Recovery (ASR) Feasibility Study*: Angie Kimpo said that we received confirmation that we will be getting funding from the State of Oregon. The amount should be around \$225,000. Angie will bring the budget to the next Regular Board meeting. Andrew Dirks is getting up to speed by watching the old videos from Summit Water Resources.
- *Drinking Water Source Protection (DWSP)*: This grant is for \$55,000, and will be spent assessing our priorities for protecting our watershed, and identifying opportunities to make partnerships or agreements with the land owners to protect the watershed. The required match will be paid with staff and volunteer hours.

**6. Approval of the Minutes:** Angie Kimpo moved to approve the August 19, 2025 Regular Board Meeting Minutes, seconded by Michael Arion (*motion passed 5 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo, A. Parker; 0 no votes*).

### **7. Treasurer's Report August 2025**

- Michael Arion noted increased water sales compared to last year, though we are only two months into the new fiscal year, and last year's water sales were below average. We had \$6,000 in revenue from a service connection. On the expense side, we spent \$1,800 for servicing the septic tank and installing a riser. There was a significant \$39,420 grant application assistance fee for the HMGP grant. It was not in the original budget, but the expense had been previously approved by the Board. Dan Graff moved to approve the Treasurer's report, seconded by Erika Bronson (*motion passed 5 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo, A. Parker; 0 no votes*).

### **8. Staff Report**

- New District Manager Andrew Dirks reported that during his first month he has spent time going to the treatment plant with the crew, getting familiar with operations, and asking a lot of questions. He attended grant committee and NEMCCA meetings. For right now, he is focused on understanding current processes and identifying improvement opportunities.
- Alivia Pence reported that the slow sand filter pond sand replacement project has started, and Pond 3 is expected to be offline for about 6 months. The team discussed the pricing and timing of purchasing the new sand, with uncertainty around the exact price due to varying documentation. Recent guidance from OHA confirmed they will not need to remove all of the old sand, which will save money and be gentler on the pond liner. They will now use the "throw-over method" for sand replacement, which would be more efficient than complete removal of the old sand. Treatment plant maintenance included replacing tubing, calibrating instruments, and addressing issues in the clear well vault. The new computer system will be implemented next week, with a trial run planned to ensure proper functionality before switching from the current system to the new one as primary, with the current system becoming backup. Water flow remains steady at 750 gallons per minute, and storage levels are adequate, with fixed leaks and service lines contributing to improved reservoir levels.
- Steve Young stated that the crew performed a leak repair at a site that has sprung leaks several times at the same location. To fix the problem permanently, they will run a 1-inch PEX pipe through the 1.5-inch existing pipe, which should be sufficient to serve the two customers on that line. They are making progress on backflow testing, and have 22 tests to complete by month-end. A significant water leak at the school has been successfully repaired. Steve thinks that it was leaking from an elbow by the ticket stand for several years before they found it. Steve also reported that he, Kelsey, Lynda, and Alivia participated in the SDAO charity golf tournament. They had a lot of fun, and dressed the same, including team shirts. They won the spirit award.
- Lynda Ronell reported that we have received payments for all of our FEMA claims from the January 2024 ice storm. Kelsey Zavoral is now a Cross Connection Specialist. Heather McGivney is preparing for the annual audit. Andrew Parker asked if there was any progress on the past due accounts that were presented with the aged receivables at the July meeting. Kelsey answered that some progress had been made. The periodic financial reports are presented three times per year, in March, July, and November.

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## **OLD BUSINESS**

### **1. Ordinance 2025.08.19 to Adopt Customer Rules and Regulations**

- The Ordinance was read aloud. Michael Arion moved to approve Ordinance 2025.08.19 to Adopt Customer Rules and Regulations, seconded by Angie Kimpo (*motion passed 5 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo, A. Parker; 0 no votes*). Copies of the Ordinance or the Rules and Regulations can be obtained by calling (503) 695-2284, emailing [clerk@corbettwater.com](mailto:clerk@corbettwater.com), or visiting our office at 36120 E. Historic Columbia River Hwy, Corbett, OR 97019. The Rules and Regulations are also available on our website at <https://www.corbettwater.com/policies>.

## **NEW BUSINESS – None**

## **Public Comments – None**

## **ITEMS NOT ON THE AGENDA / SUGGESTIONS FOR FUTURE AGENDA ITEMS**

- Angie suggested that we address Malcolm Freund’s concerns about the base rate at the next meeting. Erika said it would also be useful to itemize the base rate, and discuss the rationale behind the recent rate increase. Something to educate the public that can perhaps also go on the website.
- Andrew Parker asked for a discussion about preparing for winter. Alivia said that we have a checklist for winter preparation. Erika said going over it in a meeting would be a good orientation for Andrew Dirks, and he may be able to add new items to the list.
- Angie Kimpo asked if it would be prudent to get a new Asterra satellite leak scan now that we have a GIS? Erika Bronson said that they had significantly raised their prices. Andrew Parker said that it was very useful when he was looking for leaks at Portland Water based on their data. Angie said that it was worth checking into because we had piggy-backed on Portland’s scan since their image includes our water system.

**ADJOURNMENT OF MEETING** – Dan Graff moved to adjourn the meeting at 6:50pm, seconded by Angie Kimpo. (*motion passed 5 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo, A. Parker; 0 no votes*) The meeting adjourned at 6:50pm.

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