

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

Tuesday, November 18, 2025 at 6:00pm ~ Corbett Fire Hall 36930 E Hist. Col. Riv. Hwy

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

BOARD MEMBERS ABSENT: Erika Bronson

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

AMENDED AGENDA

- 1. Call to Order** – Board Secretary Angie Kimpo called the meeting to order at 6:00pm.
- 2. Roll Call** – Michael Arion, Dan Graff, Angie Kimpo, Andrew Parker were present. Erika Bronson was absent.
- 3. Approval of the Agenda** – Michael Arion moved to approve the agenda, seconded by Andrew Parker (*motion passed 3 yes votes: M. Arion, A. Kimpo, A. Parker; 0 no votes*).
- 4. Public Comments** – None
- 5. Grant Update**
 - *System Optimization Review*: The grant remains on schedule and on budget. Kennedy Jenks is building a hydraulic model for maximum daily demand, and they are set to present preliminary results at the December 16th Regular Board meeting. After the December presentation by Kennedy Jenks, the Board will provide input at the January 20th Regular Board meeting on goals and criteria for future project improvements, which will inform a second run of hydraulic models.
 - *Hazard Mitigation Grant Program (HMGP)*: No real updates: the land swap and permitting processes are continuing. Angie Kimpo reported that the Cultural Resources Survey is nearly complete, with a draft report being sent to FEMA and the State Historic Preservation Organization. She said that once the preliminary work is done and the land swap is nearing completion, around January or February, the topic will be brought to the Board to talk about next steps.
 - *Aquifer Storage and Recovery (ASR) Feasibility Study*: No updates for this grant beyond the agenda item later in this meeting.
 - *Drinking Water Source Protection (DWSP)*: This grant is just getting started. Jim Morgan is working on it.
- 6. Approval of the Minutes**: Michael Arion moved to approve the October 21, 2025 Regular Board Meeting Minutes, seconded by Andrew Parker (*motion passed 4 yes votes: M. Arion, D. Graff, A. Kimpo, A. Parker; 0 no votes*).
- 7. Treasurer's Report October 2025**
 - Michael Arion noted water sales were up 12% year-over-year. On the personnel side, overtime for callouts is down 90% compared to previous levels, which may be due to more proactive work being done by the crew. The team noted that PRV work has been delayed due to other priorities and will be informed by the upcoming hydraulic models from Kennedy Jenks. Angie Kimpo asked for an update about the computer upgrades at the treatment plant. Andrew Dirks answered that we've spent

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approximately \$20,000 so far. We're making progress, though right now the new computer is fighting with Win911. Both computers are running, but we're at a crossroads with updating SCADA so that everything can communicate, and possibly getting a new PLC. If we do either of those things, we'll end up spending more than was budgeted. Right now, we're waiting for quotes. Andrew Dirks thinks that a SCADA update will provide automations that will even further reduce the number of treatment plant callouts. Andrew Parker moved to approve the Treasurer's report for October 2025, seconded by Dan Graff (*motion passed 4 yes votes: M. Arion, D. Graff, A. Kimpo, A. Parker; 0 no votes*).

8. Manager's Report

- District Manager Andrew Dirks reported that the Larch Mountain mainline repair that he spoke about at the last meeting is now fixed. The crew is still working on removing the sand from the filter pond. They attended a service brass training put on by AY McDonald. We've made sure we have winter chains for all vehicles. Steve Young is now certified as Treatment 1, and Alivia Pence is now certified as Distribution 1. The crew got an early morning call about a large mainline leak at Loudon and Larch Mountain, which was caused by a long-term corrosion issue that made a long break in the line. The shape of the break made traditional repair methods ineffective. They worked on it all day. Andrew met with David Gorman to decide on a plan of action for the Larch Mountain overflow. They have plans in place and once the repair is in place they will regularly monitor the site and equipment.

OLD BUSINESS – None

NEW BUSINESS

1. Audit Presentation

- Luke McNaughton of Dougall Conradi explained the Fiscal Year 2024-25 audit findings. The determination was that we had a clean audit, with the finding that the financial statements present fairly, in all material respects, the respective cash basis financial position of the business-type activities, as of June 30, 2025. There were two administrative notes, one about a lost time sheet, and a second about a software miscalculation in overtime pay. Both of these notes have been remedied with new processes. Luke highlighted key financial details, including Personal Services costs, Debt Services, and a significant legal settlement from 2025 that increased revenues. He also discussed the budget-to-actual results. Angie Kimpo asked that Luke explain the audit process and he replied that they verify financial statements by taking a statistical sample of deposits, expenditures, and payroll records, and look at the budget to ensure compliance with Oregon Local Budget Law. Andrew Parker asked about the internal process of the audit. Luke answered that there is one person who does the sampling and field visit to check documentation, a supervisor who double checks the work, and then a rough draft is sent to Corbett Water for our review. Michael Arion pointed out that we review our finances internally every month for the Board meetings. Michael Arion moved to accept the Fiscal Year 2024-25 audit report, seconded by Angie Kimpo (*motion passed 4 yes votes: M. Arion, D. Graff, A. Kimpo, A. Parker; 0 no votes*).

~~**2. Goals and Objectives – SOR Grant**~~ – Moved to December 16, 2025 Regular Board Meeting

3. Professional Services Agreement with Summit Water for ASR Grant

- Summit Water served as an expert for our lawsuit regarding the ASR Feasibility Test well from 2020. The total for the new project will be approximately \$260,000. Angie pointed out that we can use the money spent on some of the work that went into the lawsuit to cover a portion of our matching funds for the current grant. Angie hopes that this project will be synergistic with the SOR grant to improve the system. Michael Arion moved to approve the Professional Services Agreement with Summit Water for work on the ASR Feasibility Study grant, seconded by Dan Graff (*motion passed 4 yes votes: M. Arion, D. Graff, A. Kimpo, A. Parker; 0 no votes*).

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4. Periodic Financial Reports

- Heather McGivney reviewed the Periodic Financial Reports, including customer fees and reimbursements, customer credits and leak adjustments, delinquent accounts, and a more detailed list of grant invoices and reimbursements for the SOR and Larch Mountain projects. Andrew Parker asked about the ongoing insurance claim that had been pending for over two years. The customer has a very large balance due that they are refusing to pay until the insurance claim is resolved. However, the customer appears to be dragging his feet about providing the required documentation to the insurance company, and we've been advised to let it play out.

Public Comments – None

ITEMS NOT ON THE AGENDA / SUGGESTIONS FOR FUTURE AGENDA ITEMS

ADJOURNMENT OF MEETING – Dan Graff moved to adjourn the meeting at 6:50pm, seconded by Michael Arion. (*motion passed 4 yes votes: M. Arion, D. Graff, A. Kimpo, A. Parker; 0 no votes*) The meeting adjourned at 6:50pm.

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