

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

Tuesday, December 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

BOARD MEMBERS ABSENT: Andrew Parker

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, Lead Utility Steve Young

AMENDED AGENDA

- 1. Call to Order** – Board President Erika Bronson called the meeting to order at 6:00pm.
- 2. Roll Call** – Michael Arion, Erika Bronson, Dan Graff, Angie Kimpo were present. Andrew Parker was absent.
- 3. Approval of the Agenda** – Michael Arion moved to approve the agenda, seconded by Dan Graff (*motion passed 4 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo; 0 no votes*).
- 4. Public Comments** – None
- 5. Grant Update**
 - *System Optimization Review*: Scott Lehman & Salma Taha of Kennedy Jenks will be presenting later in the meeting.
 - *Hazard Mitigation Grant Program (HMGP)*: Angie Kimpo reported another request for information from FEMA and noted an article about a lawsuit that restored hazard grant money to some states, including Oregon. We'll keep moving forward.
 - *Aquifer Storage and Recovery (ASR) Feasibility Study*: No update.
 - *Drinking Water Source Protection (DWSP)*: No update.
- 6. Approval of the Minutes**: Angie Kimpo moved to approve the November 18, 2025 Regular Board Meeting Minutes, seconded by Michael Arion (*motion passed 4 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo; 0 no votes*).
- 7. Treasurer's Report November 2025**
 - Michael Arion noted that water sales were up slightly, but interest income was down due to lower rates. We've paid off our loan, so we won't need to plan for any more debt service. Michael asked District Manager Andrew Dirks about the status of the computer project at the treatment plant. Andrew responded that we're still waiting on a quote for a new PLC. The new computer is up and running, but it's still not working with Win911. Michael asked about the status of the funds budgeted for rebuilding PRV, which haven't been spent yet. Andrew answered that we will probably wait for the SOR grant to complete the new hydraulic model, so that we have better guidance for repairs. Steve Young also noted that during the last fiscal year we were warned of a price increase for PRV parts, and we stocked up at that time, so we haven't had to buy new parts yet during this fiscal year. Dan Graff moved to approve the Treasurer's report for November 2025, seconded by Angie Kimpo (*motion passed 4 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo; 0 no votes*).

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8. Manager's Report

- District Manager Andrew Dirks reported that the Larch Mountain overflow is completed. Water is still getting into the manhole, so the crew will check it periodically and pump it out.
- He learned about potential Federal Urban Area Security Initiative (UASI) funding available for purchasing equipment that assists with counterterrorism preparedness. Andrew wants to apply for funding for items like a light trailer and traffic control equipment. However, there is a risk of not getting reimbursed if the federal government decides against covering this type of spending. He thinks it would be wise to only apply for funds that we would be comfortable spending without reimbursement. Dan Graff suggested applying for funding to purchase a PLC for the treatment plant as the money is already set aside in the budget. Erika agreed because a new PLC would help protect against cyber attacks.
- Andrew wants to investigate using a new IT services provider, Radcomp, which offers comprehensive monitoring and support for SCADA systems and other equipment. He would like to have Ryan, the owner of Radcomp, present the proposal at the next board meeting.
- The crew replaced diversion boards at the North Fork headworks. The water had been spilling over the old boards, creating higher turbidity levels.
- We've calculated that approximately 18 million gallons of water loss due to leaks have been fixed over the past year, which helps explain previous concerns about unaccounted water loss.

OLD BUSINESS – None

NEW BUSINESS

1. SOR Grant Update

- Scott Lehman & Salma Taha of Kennedy Jenks (KJ) presented an update on the System Optimization Review grant from the U.S. Bureau of Reclamation, which aims to identify water management improvements, with a focus on water loss, pipe leak risk, and fire flows. The project is progressing well, with no immediate action items required from the Board.
- KJ has been working on developing and calibrating a hydraulic model to assess water system components and prioritize improvement projects. There are four main tasks of the project, including: gathering information, identifying and prioritizing water management issues, establishing goals and criteria, and prioritizing projects based on board input. Then Kennedy Jenks will present a final report with recommendations and estimated costs.
- Preliminary results from the hydraulic modeling show high pressures and velocities in the water system. They have placed particular focus on fire flow capabilities and pipe diameters. Salma demonstrated how upsizing pipes from 6-inch to 8-inch diameter could improve fire flow capacity but would not address high pressure issues, while also noting potential disadvantages including increased construction costs and the potential of increasing water age (the amount of time that water sits in the pipes before use).
- Scott explained that improvements could range from cost-effective solutions like PRV adjustments to major projects costing millions. Dan Graff emphasized the importance of strategic planning, starting with low-cost, high-impact improvements like adjusting the PRVs. He also suggests coordinating with the fire department to prioritize areas needing enhanced fire flow. We own the hydraulic model, so we can make a change and then run the model to see the effects. Scott pointed out that their contract only allows for a certain number of model runs. Other runs in the future could be done by KJ or another firm. For instance, after a certain number of improvements, we can run the model again to get updated goals. The plan could span 20 years, but it doesn't need to be implemented all at once, and right now the goal is to identify clear priorities for funding and implementation.
- For water system improvements, Salma presented findings from hydraulic modeling showing high priority issues with improving fire flow, upsizing select pipes to mitigate high velocities, and PRV optimization. Scott and Salma offered to answer any questions through Andrew or via direct consultation. Andrew agreed to coordinate with the fire department to determine priority areas for

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improvements in fire flows. An additional presentation on specific projects and goal setting is likely to occur in February's Board Meeting.

2. Updating Billing Software

- Kelsey Zavoral and Lynda Ronell presented three options for upgrading our billing software. Our current software is over 15 years old and we've been notified that the company is ending technical support soon. Kelsey and Lynda recommended that we upgrade to UB4, a cloud-based system from CUSI (our current software company). UB4 would be a smoother transition from our current software. The other options would involve transitions with hand keying data entry of all customers into the new system. UB4 offers an informational customer portal, and better customer communication features. Since it is web based, clerks can access the software from home during bad weather. There are options for our crew to track inventory, complete work orders from their phones, and it integrates with our GIS on Diamond Maps. However, there is a higher monthly cost. Dan Graff moved to upgrade Corbett Water's billing software to CUSI's UB4, seconded by Michael Arion (*motion passed 4 yes votes: M. Arion, E. Bronson, D. Graff, A. Kimpo; 0 no votes*).

Public Comments – None

ITEMS NOT ON THE AGENDA / SUGGESTIONS FOR FUTURE AGENDA ITEMS

- Erika Bronson presented a certificate of achievement to Angie Kimpo from SDAO in recognition for her initiative and perseverance in leading a complex \$2.2 million FRMA grant application while balancing full time work and stepping in during a leadership gap.

ADJOURNMENT OF MEETING – Board President Erika Bronson adjourned the meeting at 7:27pm.

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