CORBETT
WATER DISTRICT

P.O. BOX 6
CORBETT, OR 97019
503-695-2284
WWW.CORBETTWATER.COM

BOARD OF COMMISSIONERS REGULAR MONTHLY BOARD MEETING
HYBRID MEETING: IN-PERSON ~ VIRTUAL MEETING VIA ZOOM
Tuesday, June 16, 2026 at 6:00pm ~ Corbett Fire Hall 36930 E Hist. Col. Riv. Hwy

BOARD MEMBERS PRESENT: Michael Arion, Erika Bronson, Andrew Parker
BOARD MEMBERS ABSENT: Dan Graff
STAFF MEMBERS PRESENT: District Manager Andrew Dirks, District Clerk Kelsey Zavoral, District Clerk Heather McGivney, Clerk Lynda Ronell

AMENDED AGENDA
1. Call to Order – Board President Erika Bronson called the meeting to order at 6:00pm.
2. Roll Call – Dan Graff was absent. Michael Arion, Erika Bronson and Andrew Parker were present.
3. Approval of the Agenda – Michael Arion moved to approve the agenda, seconded by Andrew Parker. *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes)*
4. Public Comments – None
5. Leak Adjustment Customer # 5460-00 – This agenda item was tabled because the customer failed to appear. District Clerk Kelsey Zavoral will email the customer to see if they want to appear at the next meeting.
6. Interview Commissioner Candidates for Vacant Board Position

- The board interviewed former Board member Kelly Piper to assume the remainder of Angie Kimpo's term. The Board asked her questions about her desire to be on the Board again, discussing her experience, approach to decision-making, and the way she would balance community concerns with potentially unpopular actions (like a rate increase) which would benefit the health of the water system. Michael Arion moved to appoint Kelly Piper to fill the remaining term of Angie Kimpo, which expires in May 2027, seconded by Andrew Parker. *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes)*

7. Grant Update

- *System Optimization Review:* Lauri Aunan provided an update on the SOR grant, explaining that Kennedy Jenks has been running hydraulic models for potential improvement projects to address priority issues like public safety, critical pipelines, and reliability. They are also trying to estimate costs so that they can identify which improvements will be the most cost-effective. The presentation is scheduled for our July Regular Board meeting.
- *Hazard Mitigation Grant Program (HMGP):* We received another request for information on the Larch Mountain tank replacement. Grant committee member Angie Kimpo completed the bulk of the work and the information was submitted and is in review.
- *Aquifer Storage and Recovery (ASR) Feasibility Study:* We are asking local well owners if we can perform testing on their wells. Summit Water is still looking for the ideal well site, because a big consideration is how close the injection site is to the Gorge. Adding pressure from injecting water could destabilize the rock, leading to landslides, so finding the right location is critical. Andrew Parker asked if there is a minimum safe distance from the Gorge? Andrew Dirks answered that there is no hard and fast rule, we just need to be aware of how the pressure would affect a particular site. Kelly Piper asked if the location from the old test well was still on the table? Andrew said yes, but he doesn't prefer a site that is so close to the treatment plant. He wants something towards the other end of the District so that if the treatment plant was compromised, we could supply water from the other

end of the system. Right now the sites we are looking at are the Larch Mountain reservoir and the Mershon reservoir.
- *Drinking Water Source Protection (DWSP):* The watershed analysis project with GSI is moving forward. We are confirming the scope of work and answering their questions to get them started.

8. Approval of the Minutes:
- Michael Arion moved to approve the May 19, 2026 Budget Hearing minutes, seconded by Andrew Parker. *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes)* Andrew Parker moved to approve the May 19, 2026 Regular Board Meeting Minutes, seconded by Michael Arion *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes)*

9. Treasurer's Report April 2026
- Michael Arion reported having approximately $1.1 million on hand, with water sales up $78,000 (14%) and DRC charges down $20,000 (63%) compared to last year. We've been spending a lot of money at the treatment plant with updated computer systems, and new sand for filter pond 3. There was a discrepancy of about $17,000 in base rate revenue that District Clerk Heather McGivney is working with the auditor to investigate. Overall revenue was down by around $40,000 when compared to the budget. Andrew Parker moved to approve the Treasurer's report for May 2026, seconded by Erika Bronson *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes)*.

10. Manager's Report – District Manager Andrew Dirks
- Alivia Pence received her Treatment 2 certification. She represented the District at a Wildfire Community Preparedness meeting, where she informed the public about the District's role in supplying water for residential fires, and providing support to the firefighters dealing with wildfires. We are not supplying water to put out wildfires. While at the meeting, she learned more about the Firewise program.
- Steve will be doing a presentation at the Short School for the Water and Environmental Technology (WET) program at Clackamas Community College.
- We installed a fire hydrant on Louden, successfully gave away all available fill dirt, the bio layer in filter pond 3 is still ripening.
- We are working on a proposal to transition to monthly billing, and also to update the Customer Rules and Regulations.
- Andrew sent out a request for proposals for a rate study. He requested proposals from Kennedy Jenks, Pace Engineering, Anderson Perry, and OAWU. He also posted the RFP on our website.
- The annual Consumer Confidence Report has been posted to our website.
- We have taken in 33.6 million gallons of raw water this month, and treated 15.5 million gallons since last month. Raw flow is 850 gallons per minute, and average daily demand is approximately 500,000 gallons per day.

BUSINESS ITEMS

1. Kennedy Jenks Change Order for System Optimization Review (SOR)
- Andrew Dirks reviewed a Kennedy Jenks change order for the System Optimization Review. The modeling has presented some unexpected challenges because we are a wholly gravity fed system. They have used some of the reporting budget to continue modeling, but the expected shortfall is $7,457.50. They are asking for an additional allocation of $14,000 as a maximum "not to exceed" add on to the budget. Michael Arion moved to approve the change order to increase Kennedy Jenks' budget for the System Optimization Review, seconded by Andrew Parker *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes)*.

2. Resolution 2026.06.16 of the Corbett Water District Adopting the Budget, Imposing the Tax, and Categorizing the Tax for Fiscal Year 2026-27
- Heather McGivney read the Resolution into the record; the total budget is $2,490,700 with a permanent tax rate of $0.5781 per $1,000 assessed value. Michael Arion moved to approve Resolution 2026.06.16 of the Corbett Water District Adopting the Budget, Imposing the Tax, and

Categorizing the Tax for Fiscal Year 2026-27, seconded by Andrew Parker *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes).*

3. Update on New UB4 Billing Software

- Kelsey Zavoral reported that CUSI is moving fast on creating the foundation of our billing in the UB4 software. They have imported all of our routes, customer lists, rates, accounts and related system structures. Kelsey is meeting with CUSI later this month or in July to review progress and assess the current status of the project. It will probably be going live in October.

4. Monthly vs. Bi-monthly Billing

- We will be implementing monthly billing when we switch to the new UB4 software system. We are working on a proposal for the transition, which will require a rate hearing to determine new base rates and charges for inactive meters. Preparation for the rate hearing in July includes analysis of base rate options, implementing a low-income assistance program, a possible discount for signing up for automatic withdrawal and/or paperless billing, and finalizing the late fee/shutoff schedule. Erika Bronson asked that there be multiple options for the base rate change at the rate hearing.
- This will coincide with updates to the Customer Rules and Regulations to solidify some of these changes.

5. Unpaid Past Due Accounts

- Lynda Ronell talked about outstanding unpaid accounts totaling approximately $1,141. She showed a table with individual customer amounts and the reason they were delinquent. She would like the Board to write off these balances. We can require any of these customers to pay these unpaid balances if they return to our system. Lynda looked into the possibility of sending delinquent customers to collections, but she doesn't feel that the fees are worth the small probability of getting the payment. Also going to monthly billing will make final balances smaller, which will increase the odds that the deposit will cover the final bill. Michael Arion moved to write off the debt from the listed unpaid past due accounts, with the caveat that if a customer moves back into the District, their debt will be reinstated, seconded by Andrew Parker *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes).*
- Lynda also asked the Board if they wanted to continue to receive the periodic financial reports that have been presented 3 times per year. Andrew Parker said that he is fine with not receiving the reports as long as the staff will bring the Board's attention to any large unpaid balances, or extraordinary circumstances. The other Board members agreed.

6. Construction Standards Work Order with Anderson Perry & Associates, Inc.

- Andrew Dirks would like to contract with Anderson Perry for $15,500 to develop standardized construction requirements before we pursue some of the capital improvement projects that might result from the System Optimization Review. Michael Arion moved to approve the proposal to have Anderson Perry develop construction standards for the District, seconded by Andrew Parker *(motion passed 3 yes votes: M. Arion, E. Bronson, A. Parker; 0 no votes).*

ITEMS NOT ON THE AGENDA / SUGGESTIONS FOR FUTURE AGENDA ITEMS

- Kelly Piper informed the Board that with the new fiscal year starting on July 1, 2026, she will begin overseeing more improvements to the CWD building, including some exterior windows, asbestos abatement, and applying a new non-slip coating to the floor of the locker room.

ADJOURNMENT OF MEETING – Board President Erika Bronson adjourned the meeting at 7:07pm.