

**MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION**  
**January 4, 2012**

The regular meeting of the Medford Water Commission was called to order at 12:28 p.m. on the above date at the Medford City Hall Lausmann Annex, Room 151/157 with the following commissioners and staff present:

Chair Tom Hall; Commissioners Jason Anderson, John Dailey, Cathie Davis, Leigh Johnson

Manager Larry Rains; Attorney John Huttli; Deputy City Recorder Karen Spoons; Administrative Coordinator Betsy Martin; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Geologist Bob Jones; Water Quality Superintendent Bob Noelle; Operations Superintendent Ken Johnson

Guests: City of Medford Councilmembers Bob Strosser and Jim Kuntz; Central Point Mayor and Liaison Hank Williams; Brad Martinkovich

2. Approval or Correction of the Minutes of the Last Regular Meeting of December 21, 2011  
The minutes were approved as presented.

3. Comments from Audience

- 3.1 Brad Martinkovich stated that when he first started coming to the MWC meetings he was concerned about a city owned Water Park but has tabled that concern in lieu of a more pressing matter; the Klamath dam's removal and the impact it could have on our water. He expressed his apology for the poor presentation that was given at the last study session by Mr. Lake. Mr. Martinkovich was pleased that the board decided to further investigate the irrigation diversion issue and the potential impact it may have on our water resources.

4. Resolutions

- 4.1 No. 1473, A RESOLUTION Approving Exemption from Competitive Bidding and Authorizing the Manager to Execute a Contract Amendment for Consulting Services for Preparation of a Wetlands Vernal Pool Delineation, Biological Assessment and Mitigation Plan, and Obtaining a Wetlands Mitigation Permit for the Robert L. Lee Water Quality Complex with Northwest Biological Services

This resolution was continued from the last board meeting due to public noticing requirements. Changes to the scope of the wetlands mitigation project are needed per the Commission, the State of Oregon and the U.S. Army Corps of Engineers. The total cost of these changes, an earlier amendment, plus the cost of the original contract, exceeds the Manager's purchasing authority. Board approval was needed for the contract amendment and exemption from competitive bidding; the exemption will result in cost savings associated with the time and materials to re-solicit the project, which is currently underway and ongoing. The exemption was advertised on the website and in the Mail Tribune on December 29, 2011. Staff recommended approval.

Motion: Approve Resolution No. 1473

Moved by: Mr. Anderson

Seconded by: Ms. Davis

Commissioner Anderson questioned how this can save us money but still increase in cost; Geologist Jones noted that it saves money by not putting this back out to bid and we save time by not bringing a new contractor up to speed as we have a contractor already working on this project. He further stated that there are items that are not part of the original project that now need to be dealt with. These include a storm water plan and designs, additional information on fill at the Duff site historically, changes to the Mitigation Plan, and the 16" water line. Commissioner Dailey questioned the amount of the amendment; Mr. Jones noted that it is \$38,000 for this change order. Commissioner Hall noted that this is really just a change order and that you wouldn't go out to bid on a project that is already started by a contractor.

Roll Call: Commissioners Anderson, Dailey, Davis, Hall, and Johnson voting yes.

Motion carried and so ordered. Resolution No. 1473 was approved.

5. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$217,715.72

Moved by: Mr. Johnson

Seconded by: Mr. Dailey

Roll Call: Commissioners Anderson, Dailey, Davis, Hall, and Johnson voting yes; Anderson recused himself from Mail Tribune and Knife River vouchers.

Motion carried and so ordered.

6. Engineer's Report

6.1 Duff Reservoir Seismic Upgrade – The grade beam has been completed and the remaining vertical walls will be poured next week. Interior work on the reservoir continues and will continue for the next few weeks. Roof joint work repair is under way.

6.2 Duff Filters 13-16, Redundant Backwash System and Yard Piping Project – Staff is compiling the data from the WTP visits. The review committee will reconvene to discuss the data in the near future.

6.3 Conrad Control Station – The electrical work continues for the next few weeks.

6.4 Ave G. 48" Transmission Main – The review of the project material submittals continues. Moore Excavation has submitted a construction schedule with a proposed starting date of March 2012.

6.5 Martin Control Station – Staff has reviewed the Basis of Design Report and a meeting is scheduled on January 6 with OBEC to go over corrections to the report.

Commissioner Johnson questioned if we have a plan to paint Stanford Reservoir; Operations Superintendent Johnson stated that it is scheduled in next year's budget and should be done this summer. Commissioner Johnson noted that with vegetation low it shows that the reservoir needs painting.

7. Water Quality Report

7.1 Duff - Staff completed the replacement of the 12.4 KB conductor; final cost was about \$10,000. A sample of the cable to be replaced was shown.

7.2 Projects that staff is working on are the intake variable frequency drive project, electrical reliability issues, Big Butte Springs hypochlorite disinfection improvements, Willow Lake study data analysis, and facility maintenance at the Duff Treatment Plant. The cross connection control programs are running smoothly.

7.3 Geologist Jones is busy with numerous items in his arena.

8. Finance Report

8.1 Investment RFP – There has been progress on the Investment Advisory Services RFP; yesterday staff and Commissioner Dailey met with Terry McCall of Portfolio Services for Government to select two firms to be interviewed. Interviews will be later this month.

8.2 Because the board is active in investing, books have been ordered for the board called "Elected Officials Guide to Investing" which should be available by the next meeting.

9. Operations Report

9.1 Leaks - Crews worked on a cast iron pipe leak on Capital Avenue and Girard Drive. There are also ongoing repairs with a 16" steel line on Valley View Drive; boiler plugs have been put in but more

leaks are being found.

9.2 Inventory is next Thursday.

9.3 Staff is actively performing air valve maintenance. One crew member, Steve Fulmer, is doing an outstanding job on that. We are having some issues where we had to send a certified letter in the summer to a property owner who continued to run over an air valve assembly. The letter indicated that the next time they are responsible for running over the air valve a bill for the damage and repair will be sent to them. It has happened a third time and the cost is \$350.

9.4 Staff is working with Jackson County on the Type 2 application for the Brownsboro services that were done last winter. Operations Superintendent Johnson hopes to have this done in the next month or so.

Commissioner Hall questioned when the letter to the air valve damage customer would go out. Staff indicated within a couple of weeks.

Commissioner Hall questioned the air valve on the corner of Agate and Ave G which is almost in the intersection; Operations Superintendent Johnson said that they have worked with Jackson County on this in the past. Engineer Johnson noted there are a tremendous amount of utilities there and that although it could be done, cost will be an issue. Staff will monitor for possible future solutions.

#### 10. Manager/Other Staff Reports

10.1 WISE Project - Geologist Jones noted that the WISE project is getting ready to start the Oregon Solutions process. This will entail five-seven meetings over the next six months. The goal is to develop a Declaration of Cooperation between all partners, elevate the visibility of the project, obtain resources, and obtain funding to complete the Environmental Impact Study feasibility. Decision makers are requested to be at the meetings but staff will continue to attend. Mr. Rains noted that staff did ask Commissioner Johnson if he would serve in this capacity; he agreed. Commissioner Johnson noted that the governor has his arm around this project which will mean a lot as this will move forward. Mr. Jones noted that the two co-conveners' are Representative Peter Buckley and Senator Jason Atkinson who will be the leaders in this project.

10.2 Manager Rains noted that the next board meeting will be Commissioner Hall's last meeting as Mayor Wheeler most likely will appoint a new commissioner tomorrow; he encouraged all to attend the next Water Commission board meeting of January 18.

#### 11. Propositions and Remarks from the Commissioners

11.1 Commissioner Johnson questioned if we have electronic security at the residence at Big Butte Springs; Mr. Rains noted that we do at the facility but not at the house. Commissioner Johnson requested that we look into the cost for that service.

#### 12. Adjourn

There being no further business, this Commission meeting adjourned at 1:50 p.m. The proceedings of the Water Commission meeting were recorded on tape and are filed in the Water Commission's Office. The complete agenda of this meeting is filed in the Water Commission's Office.