

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

January 20, 2016

The regular meeting of the Medford Water Commission was called to order at 12:38 p.m. on the above date at the Medford City Hall Lausmann Annex, Room 151/157 with the following commissioners and staff present:

Chair Leigh Johnson; Commissioners John Dailey, Lee Fortier, Bob Strosser

Manager Larry Rains, Medford City Attorney Lori Cooper; Medford Deputy City Attorney John Huttli; City Recorder Karen Spoons; Administrative Coordinator Yvette Finstad; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Public Information Coordinator Sara Bristol; Conservation Coordinator Laura Hodnett; Water Quality Director Rosie Pindilli; Operations Superintendent Ken Johnson; Duff/Water Treatment Plant Director Jim Stockton; TS Administrator Kris Stitt; Customer Service Coordinator Barb Henderson

Guests: Central Point Mayor Hank Williams; Central Point City Manager Chris Clayton; Human Resource Director Mike Snyder

Commissioner Jason Anderson was absent.

3. Approval or Correction of the Minutes of the Regular Meeting of January 6, 2016
The minutes were approved as presented.

4. Comments from Audience

5. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$743,120.19

Moved by: Mr. Fortier

Seconded by: Mr. Strosser

The Board questioned the voucher for Government Portfolio which Finance Administrator Tessa DeLine stated is our investor's quarterly payment. Commissioner Fortier questioned the Oregon PERS payment notation which Ms. DeLine remarked that was a typo error and will correct it.

Roll Call: Commissioners Dailey, Fortier, Johnson, and Strosser voting yes; Fortier recused himself from the Rogue Disposal and Rogue Transfer & Recycling vouchers.

Motion carried and so ordered.

6. Engineer's Report (Principal Engineer Eric Johnson)
 - 6.1 Duff Water Treatment Plant Flocc/Sed Basins – Concrete pours for the bottom of the settled water flume continue. The backflow devices in the ozone room have been relocated.
 - 6.2 Highway 62 14" Water Main Reroute – The Highway 62 Phase 1 Project is out to bid. ODOT has scheduled the bid opening for February 11, 2016.
 - 6.3 City of Medford Lozier Lane Project – MWC is still waiting for a decision from Jacksonville Highway Water District (JHWD). MWC and City of Medford (COM) staff attended the JHWD meeting on January 12. MWC and COM presented construction costs to JHWD for consideration. COM also expressed their concern with urgency of the street improvement project. MWC staff is meeting with Marquess and Associates this afternoon to review the project status. Staff requested a "thumbs up" from the Board to proceed with the 12" water main design in Lozier Lane from West Main to Stewart Avenue to facilitate the COM time constraint. Principal Engineer Eric Johnson stated we presently have a contract with Marquess and Associates that takes us to Meadows Lane; one way or another, the project will be bid. With

four months to get the plan done, time is of the essence otherwise we will need to wait for the status of JHWD.

Commissioner Fortier questioned the underground utilities; Engineer Eric Johnson stated that there are 19 conflicts, hence the reason for the high price to complete this project. We don't want the liability of the old water lines on the street. There is no win-win on this situation. The Board discussed their options presented at today's study session and agreed to move forward. Engineer Eric Johnson stated that he will give Marquess and Associates the go ahead to move forward on the rest of the design.

- 6.4 Master Plan Updates – CH2M continues to work on the Master Plans; the next review meeting is tentatively scheduled for February.
7. Water Quality Report (Water Quality Director Rosie Pindilli)
 - 7.1 MWC has had a violation free year for 2015. Water Quality Director Rosie Pindilli stated there are many employees who work hard to meet these regulations.
 - 7.2 The Big Butte Springs groundwater assessment sampling plan has been approved by the Oregon Health Authority. The first round of compliance sampling was conducted on January 12, 2016. All of the springs were negative for E. coli.
 - 7.3 All MWC and other cities required annual water quality data for 2015 has been compiled and ready to be placed in the Consumer Confidence Report.
 - 7.4 The Annual Water Analyses report has been updated with the 2015 results and has been placed on the MWC website.
8. Finance Report (Finance Administrator Tessa DeLine)
 - 8.1 Ms. DeLine stated that our contract with the investment firm will be expiring in February and would like to keep for another two years. Deanne Woodring of Government Portfolio would like to meet with the Board next month.
 - 8.2 The December financial statements should be ready by next week. Staff will have one last meeting with Moss Adams to go over the work they have done for the last few months.

Deputy City Attorney HuttI discussed the price of Government Portfolio's contract; Commissioner Dailey agreed with renewing as the contract will be under \$10,000. Board gave general consensus for Manager to approve a contract extension.
9. Operations Report (Operations Superintendent Ken Johnson)
 - 9.1 A leak was found on Big Butte Springs #2 Friday morning due to the copper service and ended up being less of a concern for repair.
 - 9.2 Operations Superintendent Ken Johnson stated that staff would like to purchase a 2013 Volvo dump truck for \$112,000 with 17 months of warranty. We currently have one dump truck as an older one was sold for surplus and never replaced. An opportunity exists to reallocate and use unspent CIP funds from meters and still be able to put about 70% of planned radio read meters in this year. A new truck would be \$155,000. This dump truck has 210,000 miles but they can go a million miles. He further remarked that we put 5,000 or more miles on our trucks a year.

Commissioner Dailey questioned how we made it with only one truck for three years; Operations Superintendent Ken Johnson noted that a utility company our size needs more than one; we have used the City's but sometimes it is not available. Commissioner Strosser suggested exploration of a business proposition where we share with the City. Operations Superintendent Ken Johnson noted the City just bought a truck for \$160,000 and it is

complicated to match the needs of the truck as we have three crews. Commissioner Strosser questioned if this had a timeline where we could explore this with the City and expressed concern with only using a truck for 5,000 miles a year. Commissioner Dailey questioned if you can rent a dump truck. Principal Engineer Eric Johnson noted that you can't stockpile dirt at urban repair sites; it needs to go into the truck. He explained how three crews work with a backhoe and truck combination. If we are up at the BBS we would not have a truck in the valley. Commissioner Strosser questioned the life expectancy of the truck; staff noted about 30 years. The Board agreed to the purchase.

- 9.3 Commissioner Dailey talked about the recent work done in his neighborhood; Operations Superintendent Ken Johnson stated that the MWC had to wait until the other parties work was done before they could get in there.

10. Manager/Other Staff Reports

- 10.1 Manager Rains presented the current MWC Goals and questioned if there were any changes or additions. Commissioner Johnson stated he liked these as they encompass everything we do; the Board agreed.

- 10.2 Mr. Rains stated that former MWC Commissioner Lou Hannum recently passed away and the funeral was Saturday. The family was asking for contributions to the Jackson County Library Fund. Commissioner Johnson thought we could make a contribution; the Board agreed to two hundred dollars. Commissioner Strosser noted the City will discuss a Winterspring stone with Mr. Hannum's name on it.

11. Propositions and Remarks from the Commissioners

- 11.1 Commissioner Johnson stated that the election of officers is usually held at the next meeting but due to planned absences he would like to do it now. He explained that normally the vice chair would become the chair.

Motion: Nominate Leigh Johnson as Chair for another year with Lee Fortier remaining as Vice Chair
Moved by: Mr. Strosser Seconded by: Mr. Dailey

Commissioner Fortier stated he would be unable to serve as chair for the upcoming year. Commissioner Johnson noted this is not setting a precedent as we had to do this another time when Jason Anderson served several terms.

Roll Call: Commissioners Dailey, Fortier, Johnson, and Strosser voting yes.
Motion carried and so ordered.

- 11.2 Commissioner Johnson stated the Commission's appreciation of Deputy City Attorney HuttI for the work he has done for the MWC; a plaque of appreciation was presented. The Board stated they would miss him and wished him well.

12. Adjourn

There being no further business, this Commission meeting adjourned at 1:12 p.m. The proceedings of the Medford 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.