

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

May 20, 2015

The regular meeting of the Medford Water Commission was called to order at 12:30 p.m. on the above date at the Medford City Hall Lausmann Annex, Room 151/157 with the following commissioners and staff present:

Acting Chair Lee Fortier; Commissioner Bob Strosser

Manager Larry Rains, City Attorney Lori Cooper; Deputy City Recorder Karen Spoonts; Administrative Specialist Yvette Finstad; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Water Quality Director Rosie Pindilli; Operations Superintendent Ken Johnson

Guests: Medford Councilmembers Chris Corcoran; Central Point City Manager Chris Clayton

Commissioners Jason Anderson, John Dailey and Leigh Johnson were absent.

Because there was not a quorum no actions were taken in today's meeting.

3. Approval or Correction of the Minutes of the Regular Meeting of May 6, 2015

To be approved at the next meeting.

4. Comments from Audience

None

5. Authorization of Vouchers

The Board gave staff a thumbs-up to pay the bills but a motion to pay them will be presented at the next meeting for quorum approval. City Attorney Cooper questioned how previous bills have been paid when they are recused; Manager Rains noted that we would bring those individual bills to the next meeting for approval.

6. Engineer's Report (Principal Engineer Eric Johnson)

6.1 Duff Water Treatment Plant Flocc/Sed Basins – The preconstruction meeting is scheduled for June 2.

6.2 Duff Water Treatment Plant Raw Water Intake Pumps 1 & 2 – The SCADA interface between the pumps and the control room is underway and should be completed this week.

6.3 Vilas Road 16" Water Main Inter-tie – The preconstruction meeting was held on May 12. The submittal review process is complete. The Traffic Control Plan has been approved by Jackson County and ODOT and the utility permit has been obtained from Jackson County. The pipe delivery has started and the project is underway.

6.4 Avenue H 12" Water Main Replacement – MWC has received the contract, bonds and insurance forms from HGC. A preconstruction meeting is scheduled for today.

7. Water Quality Report (Water Quality Director Rosie Pindilli)

7.1 On May 6, 2015, the EPA issued a health advisory for algal toxins also known as cyanotoxins. This is a health advisory, not a regulation, but the urgency to move toward a regulation stems from many incidents including the major one in Toledo, Ohio last summer where 400,000 people were told not to drink the water. Boiling the water does not remove these toxins. The Health Advisory sets recommended values for toxins. The Environmental Protection Agency suggests water utilities takes steps to protect the public from algal toxins in drinking water as follows: watch for blooms in water bodies, monitor source water and drinking water for toxins, use treatment to reduce/remove algal toxins, and notify the public when they should not drink or

boil the water. In 2014, Lost Creek Lake issued a Health Advisory on June 3 for cell counts that exceeded the limit for recreational use; toxins were not analyzed. This advisory was lifted after just 22 days, and then a second advisory was issued on December 4 and lasted 84 days. Lost Creek advisories were based on cell counts and not toxins. In the last week it was reported Lost Creek Lake will no longer monitor for algae or toxins. Algae in the lake would trigger the State to request a downstream water user to monitor. So, the question is when and how often will MWC be required to monitor? Algae and toxins can cycle rapidly and knowing when to sample would be a guess.

In the current budget Water Quality Director Pindilli requested a multi-purpose monitoring instrument. This equipment would be installed at the intake to Duff and one of the functions of the instrument can measure blue-green algae and chlorophyll-a levels which would give us trends and trigger times to sample for toxins. It was removed from the budget by the Manager Rains due to budgetary restraints. The plus side is we have the ozone to destroy toxins but we don't know if our dose is high enough as we don't know the amount we need to test.

The only advisory for this season so far in Oregon is at Detroit Lake, issued on May 15 with Cylindrospermopsin levels at 38.9ug/L, well over the 0.7 of 3.0 levels for drinking water. Councilmember Corcoran questioned if Detroit Lake is a source of water; Mr. Rains thought it was but not sure who it was a source for. Commissioner Strosser questioned how much the equipment cost; Ms. Pindilli stated that it is \$30,000. Mr. Rains noted that it was not in the budget at this time and this is the first he has been informed by staff of the urgency of the issue due to the Corp not monitoring for algae or toxins. Ms. Pindilli stated that we are not required to regulate at this time. Staff and Manager will investigate further and report back to the Board.

8. Finance Report (Finance Administrator Tessa DeLine)

- 8.1 February statements have been completed and will be sent to the Board; the March statement is almost ready.
- 8.2 Finance is working on the budget; expect a clean copy before the public hearing.
- 8.3 Brown & Brown Northwest has been selected for insurance agent of record. They were selected based on their qualifications, resources and experience that were in the best interest of the Commission.

Commissioner Fortier questioned if we are through with the software issues; Finance Administrator DeLine noted that due to the budget the software issues have been put on hold. Those remaining issues, such as fixed assets, will be addressed shortly. Commissioner Strosser questioned if the consultant is finished with the software; Manager Rains noted that they are done and that any additional work is done outside of the original contract under software support programs. Mr. Strosser expressed concern and kudos with staff trying to get through the process. Mr. Fortier thanked staff for working through the software upgrades. Mr. Rains noted that the City is almost ready to upgrade their software.

9. Operations Report (Operations Superintendent Ken Johnson)

- 9.1 In 2004, the Board approved a 22-year plan to update the meter program. To date, we are ahead of the 20-year plan as we speak. We are at 60% with meters; almost 16,000 in-ground with radio.

Mr. Strosser stated that although AMR is quicker he questioned the walk and look approach and how is that affecting us as we don't see leaks, etc. Operations Superintendent Johnson noted that that is a concern but staff will be looking at that about once a year. Ms. DeLine noted that the office staff can notice when a significant amount of water is used. Mr. Rains noted that technology does come with some advantages but staff will still need to go out and visually see

the meters every so often. The reason why we have gone with the new meters as that it is more of a benefit to go with the new technology.

10. Manager/Other Staff Reports

10.1 Notification of Public Hearings Schedule

Due to the noticing requirements for SDCs (90 days prior to the public hearing), staff intends to publish notices next week for hearings scheduled on September 2, 2015, to consider SDC increases. Notices for the public hearings for the proposed budget, charges in lieu of assessment, and the charges for special services also will be published next week for the hearings scheduled at the June 17, 2015 board meeting.

10.2 Announcement of Study Session Changes on June 3 and July 1, 2015

Staff will discuss financial policies at the June 3 study session; the Cost of Service presentation has been moved to the July 1 meeting.

10.3 Announcement of Change of Date for Cities and Districts Meeting to May 27, 2015

Invitations have been mailed for this annual meeting which will again be held at the Service Center at 1:30 p.m.

10.4 Announcement of Rates Workshop on August 12, 2015

Staff and consultant Tom Gould of HDR, Inc., will hold a workshop on Wednesday, August 12, 2015, for discussion of water rates. Invitations to the cities and water districts will be forthcoming.

10.5 Mr. Rains noted that the City did have a study session pertaining to RVCOG and stated that the MWC does contribute to them.

11. Propositions and Remarks from the Commissioners

11.1 Commissioner Strosser thanked Acting Chair Fortier for running a good meeting.

12. Adjourn

There being no further business, this Commission meeting adjourned at 12:54 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.

Karen M. Spoonts, MMC
Deputy City Recorder
Clerk of the Commission