

## MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

July 20, 2016

The regular meeting of the Medford Water Commission was called to order at 12:21 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 Jason Anderson, John Dailey, Lee Fortier, Bob Strosser

Manager Larry Rains, Medford City Attorney Lori Cooper; City Recorder Karen Spoons; Administrative Coordinator Yvette Finstad; Principal Engineer Eric Johnson; Finance Director Tessa DeLine; Public Information Coordinator Sara Bristol; Water Quality Director Rosie Pindilli; Operations Superintendent Ken Johnson; TS Administrator Kris Stitt

Guests: Central Point City Manager Chris Clayton; Damian Mann from Medford Mail Tribune, Megan Allison of KTVL

The pledge of allegiance was given.

3. Approval or Correction of the Minutes of the Regular Meeting of July 6, 2016

The minutes were approved as presented.

4. Comments from Audience

None.

5. Authorization of Vouches

This item will be later in the meeting as Commissioners had not reviewed the vouchers.

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

\*Out of sequence

6.2 Duff Floc/Sed Basins – Concrete forming, rebar setting and concrete pours continue for the sedimentation basins and the west end of the basins. The installation of the 48” pipe for the basin influent water is done. Work continues on the electrical system. The metal stairs within the sludge vault is underway. The next Board meeting is at the Duff Water Treatment Plant; an observation of the construction will be available.

6.3 Hwy 62 14” Water Main Reroute – Construction work is on the north side of the highway and is not impacting water facilities at this time.

6.4 City of Medford Lozier Lane Project – Staff continues to work with Marquess and Associates on the water plans. Staff and City of Medford staff continue to coordinate on the plans, specification, cost estimate and other ODOT requirements for the project.

6.5 Master Plan Updates – CH2M is working on the final draft of the Water Management and Conservation Water Plan. CH2M has submitted the first rough draft of the BBS/Duff Facility Plan for staff to review. CH2M continues to work on the Water Distribution System Facility Plan. A project meeting is tentatively scheduled for the end of the month.

6.6 Corrosion Study – Engineering Department with the help of Administrative staff has prepared a rough draft of the Request for Proposal (RFP) for the Corrosion Study. The RFP will be distributed to the Commission and staff for review and comments. Once comments are received, the RFP will be completed.

6.1 Jacksonville Highway Water District Surcharge

Following the voting of Jacksonville Highway Water District customers to dissolve the district, MWC accepted those customers as Outside Customers at the regular meeting of June 15, 2016; they will be charged outside rates as of July 1, 2016. Staff has calculated the surcharge and interest rate that will be added August 1, 2016. The estimate is based on an 8-inch diameter pipe, even though a 12-inch diameter pipe will be installed. The estimated construction cost is only an estimate and not based on bids yet to be received. All estimated costs are subject to change. ODOT will be bidding and administrating the project. The surcharge amount per customer is based on the construction cost estimate, 335 active customer accounts, a 5% interest rate and a recovery period of 5, 10 or 20 years. The 5-year surcharge per customer per month is \$20.50, the 10-year surcharge per customer per month is \$11.50, and the 20-year surcharge per customer per month is \$7.00.

Commissioner Dailey questioned if new customers in that area need to pay the surcharge; Manager Rains noted they would. Principal Engineer Eric Johnson stated there will not be any new customers due to the Urban Growth Boundary. Staff requested direction on the terms of the surcharge. The Board questioned what would the customers desire and if they still have their attorney; Mr. Rains was unsure although the Board has dissolved so there is no one to ask. The Board decided five years would be too burdensome; staff requested a motion.

Motion: Direct staff to charge an \$11.50/month (10-year surcharge at 5% interest) surcharge to former Jacksonville Highway Water District customers to pay for development of Lozier Lane Water Line Project.

Moved by: Mr. Dailey

Seconded by: Mr. Fortier

Roll Call: Commissioners Anderson, Dailey, Fortier, Johnson, and Strosser voting yes.

Motion carried and so ordered.

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

7.1 Lead Issue Procedure:

- Meter boxes to be investigated (Operations Superintendent Ken Johnson will report on this).
- If galvanized pipe is found a door hanger will be placed at the home. The property will be placed on the pothole list; then potholed.
- If lead is found, Superintendent Johnson notifies Ms. Pindilli to set up sampling. This takes a great deal of time and coordination as the customers have to not use their water for at least six hours. Ms. Pindilli will go to their house and collect all samples early in the morning to capture the volume of water in the line from the tap to the main. Some customers refuse; Ms. Pindilli requested legal advice. Discussed was the procedure if the tenant would like testing to be done (they know about the testing as a door hanger is left on the door) and the property owner refuses. Commissioner Dailey would like to have the water tested even if the owner does not want it to be tested. City Attorney Lori Cooper noted she believes that is correct although she would want to verify that. Clarification was provided pertaining to lead that can be found in the home pipes.
- Once lead pigtail is removed, customers are given a letter advising flushing of lines (letter was presented to the Board).
- Ms. Pindilli contacts customer to schedule follow-up sampling.
- If no lead is found, Ms. Pindilli contacts owners by phone and distributes letters to customers/tenants.
- Once results are received, Ms. Pindilli delivers official Neilson Lab results to the customers.
- Sampling conducted to date:
  - 6/23/16 – 620 S. Oakdale prior to pigtail removal
  - 6/25/16 – 608 Newtown Street
  - 6/26/16 – 707 S. Oakdale
  - 6/29/16 – 1517 W. Main Street, vacant lot
  - 7/08/16 – 704 S. Oakdale

- 7/09/16 - 719 W. 4<sup>th</sup> Street
- 7/12/16 – District Attorney’s Office (3 leaks after pigtail)
- 7/13/16 – 1109 W. 11<sup>th</sup> Street
- 7/16/16 – 719 W. 4<sup>th</sup> Street (after lead removal)
- 7/16/16 – 620 S. Oakdale (after lead removal)
- If calls received, Customer Services passes the call to Public Information Coordinator Sara Bristol who emails a list to Ms. Pindilli to enter into the customer log. To date, approximately 110 calls have been received.
- Questions from public: Are they in the areas where the lead may be? When will MWC be checking their service line? Will MWC pay for blood tests where pigtails are found?
- Customer comments - many positive, appreciate MWC taking action.
- Updates on the website regarding lead are done by Ms. Bristol.
- American Water Works Association Advisory as of July 15, 2016 “EPA continues to promote lead service line inventories”. States to assure systems prepare inventories of all lead service lines. We are ahead of the game as the ones we are finding have been removed. Commissioner Strosser remarked that Ms. Pindilli is spending a lot of time on this project but if her time is consumed with sampling can anyone be trained to assist her. She noted once an employee is hired to do the flushing that will help. He requested she bring this forward if it continues. Commissioner Dailey requested Ms. Pindilli attend all meetings until this is resolved. Commissioner Anderson noted stats are on the website; Ms. Bristol noted there is missing information on those needing further investigation. It will be a low number of pigtails but there are probably about a dozen that could be added. Commissioner Johnson noted his wife has a business complex on McAndrews and Crater Lake which was tested and it was well below the limit, even though it was built in the 1970’s. Commissioner Johnson stated that Chuck Gates called and said he is quite pleased with the MWC.

Commissioner Dailey questioned if we should talk about a blood test if lead was found. Ms. Pindilli noted if you ingest or breathe it in it would be out of your blood within a week but would then be deposited and accumulated somewhere in your body. She noted there are symptoms, especially with kids. Commissioner Strosser noted the County Health Department could provide that information. Ms. Pindilli stated some have gone to the County Health Department who stated they do not offer that test. City Attorney Cooper noted that the Portland School District has been tested by blood testing. Ms. Pindilli requested direction from the Board. Commissioner Strosser suggested she could look for corrosion control and check for testing. Ms. Pindilli stated there are more cities using corrosion control on a statewide and nationwide level than not. Those large cities in Oregon who do not have corrosion control are Bend, Grants Pass, Klamath Falls, Medford, and Redmond.

\*Back in sequence

5. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$442,045.25

Moved by: Mr. Dailey

Seconded by: Mr. Strosser

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

Motion carried and so ordered.

8. Finance Report (Finance Director Tessa DeLine)

8.1 Staff is working on closing the year end and waiting for the final bills to come in. The semiannual inventory at the Service Center will be done on Friday.

8.2 Bonds will be purchased at the direction of our investor.

9. Operations Report (Operations Superintendent Ken Johnson)

- 9.1 Superintendent Johnson stated that pertaining to the lead issue, 2,725 meters have been checked so far; 31 potholed and six pigtailed and three more were removed this morning. Those removed appear to be from the early 1900's. Staff is attacking single galvanized lines and getting 90% checked so that they can get the highest risk ones looked at first. Staff is tracking ½" copper lines as well and staff should be done with the west side of Medford later this week. A galvanized steel horn has been found with a pigtail. Staff will be looking at ¾" copper services lines in the future. All steel horns will be investigated at the main.

Commissioner Strosser appreciated staff looking at the low hanging fruit first and coming back to the others later. Commissioner Johnson questioned if we have finished checking the Grape Street area; Superintendent Johnson noted that they have yet to do that area. He has been looking at archive data to find when pigtailed were used/not used. Commissioner Fortier noted most is done in the early 1900's and at some point you will find all of them. Superintendent Johnson noted they are also tracking where lead pigtailed were removed. Commissioner Strosser noted it is important that we know where these have been removed.

10. Manager/Other Staff Reports

- 10.1 Mr. Rains noted we received a letter from Central Point Mayor Hank Williams requesting information on system-wide SDC charges for Central Point's upcoming public hearing. Mr. Rains provided a copy of the letter and the information provided to Mayor Williams.

11. Propositions and Remarks from the Commissioners

- 11.1 Commissioner Johnson questioned if Geologist Bob Jones is still taking care of the watershed and the beaver issue even though he retired and is only working part time. He stated the beaver situation is continuing to get worse and a good part of Mr. Anderson's land is being flooded. He further stated anything we can do to accommodate a landowner who has been so helpful to us would be beneficial. Mr. Rains noted that he has not heard of any beaver issues but staff will work with Mr. Anderson to satisfy his needs.

12. Adjourn

There being no further business, this Commission meeting adjourned at 1:13 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  
City Recorder  
Clerk of the Commission