

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

**March 2, 2011**

The regular meeting of the Medford Water Commission was called to order at 12:29 p.m. on the above date at Medford City Hall Lausmann Annex, Room 151/157.

The following commissioners and staff were present:

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

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

Guests: Medford Councilmember Bob Strosser; Medford Mayor Gary Wheeler; Medford City Manager Mike Dyal; Medford Deputy Fire Chief Kurt Bennett; Eagle Point City Administrator Dave Hussell; Central Point Councilmembers Kay Harrison and Carol Fischer; Central Point Assistant City Manager Chris Clayton; Public Works Management Joe Strahl and Chris Peters; John Dailey

Commissioner Don Skundrick was absent.

2. Approval or Correction of the Minutes of the Regular Meeting of February 16, 2011  
The minutes were approved as presented.

3. Comments from Audience

3.1 Eagle Point City Administrator Dave Hussell stated he was in attendance representing Eagle Point.

3.2 John Dailey stated he was in attendance to learn and listen.

Out of sequence.

5. Engineer's Report

5.1 Duff Operation Seismic Upgrade and Remodel – Work on the elevator, roof penetrations and concrete walls continue. Window removal and replacement is underway, as well as stud wall framing on the third floor. Commission Hall questioned if staff is running into any surprises; Principal Engineer Johnson commented there has been nothing of any great challenge since the issue with sand under the building.

5.2 Duff Reservoir Seismic Upgrade – The Basis of Design Report has been reviewed by staff; a meeting with Marquess is scheduled for Thursday to final the report.

5.3 Control Station Upgrades – The project is now under way and Ausland is working on submittals of materials and products. This will go on for another six weeks or more.

5.4 Avenue G 48" Transmission Main – The final plans have been resubmitted to Jackson County and ODOT for approval. Thornton Engineering is continuing to work on the project specifications.

5.5 11<sup>th</sup> Street 36" Water Transmission Main – The boring under the railroad crossing is complete and installation of the 36" water main has resumed. This project is almost to the end of Phase 2.

5.6 Martin Control Station – ODOT has submitted the Bargain and Sale Agreement to MWC for review. Neathamer Surveying has started the process for the lot line adjustments. The title insurance policy has been ordered. Once this is done we will go ahead with the sale.

5.7 Brentwood Drive & Brookdale 12" Water Main – The project is being advertised for bid. There is a pre-bid meeting on February 22; eight general contractors attended. A bid opening is scheduled for

March 22.

Commissioner Johnson questioned the check made out to Jackson County Urban Renewal regarding 11<sup>th</sup> Street; Engineer Johnson stated that Jackson County Urban Renewal built the project and we paid them back via an Inter-Governmental Agreement. Commissioner Johnson questioned when the agreement was written; staff noted that it was July/August of last year. This is a new line which was originally designed for Agate Road.

6. Water Quality Report

- 6.1 Amid the construction chaos at DUFF, staff is getting ready for the 2011 operations and should be fully functional with minimal disruption.
- 6.2 ITEK Software for the Scada system update has been purchased and is ready to install.
- 6.3 Eugene Water & Electric has reported chromium-6 in their water. Staff discussed how chromium-6 is a prevalent component in cascade basalts and it appears likely that the Commission may also detect this in low levels once we start monitoring. At the present time no one knows what the health effects are pertaining to low levels of chromium-6. Staff is still expecting this metal to be regulated within the next year. Neilson Research should receive their accreditation in the next couple of weeks; MWC should start monitoring in April.
- 6.4 The Pacific Northwest Section of the American Waterworks Association will be holding the third annual Best Tasting Water Contest tomorrow in the city of Bandon; Medford's water will be represented.
- 6.5 Geologist Jones updated the Board on the vernal pools pertaining to the sale agreement for offsite mitigation property; notice has been given to proceed with the vernal pool assessment contract. Staff is pushing hard to get a mitigation permit into the agencies by June. Commissioner Johnson questioned if there is any update on the Big Butte Springs beavers; Mr. Jones noted there is not.

7. Finance Report

- 7.1 Staff has been busy helping with the upcoming budget.
- 7.2 January statements should be available at the next meeting.

8. Operations Report

- 8.1 Angelcrest Pump Station Project – This project is ready for pavement and the fence will be constructed next. This project should finish in the next few weeks.
- 8.2 Cedar Links Anode Bed Rebuild – This project has started yesterday; crews are working on a 100' stretch of property on Cedar Links where they are digging about 10 holes to stick magnesium cartridges into them as over time the anodes disappear.
- 8.3 Angelcrest and Cedar Links Pump Stations - Staff is working with Marquess and Associates pertaining to roofing at these sites.
- 8.4 11<sup>th</sup> Street 36" Water Transmission Main - Crews have been putting in a large crank shaft in order to move our water line out of the way of the future storm drain.

Back in sequence.

4. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$1,464,487.72

Moved by: Mr. Johnson

Seconded by: Ms. Davis

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

Motion carried and so ordered.

9. Manager/Other Staff Reports

9.1 Consider Approval of Purchase of Water Works Materials

Staff solicited quotations for pipe fittings related to the Avenue G 48-Inch Transmission Main Project and recommended approval of award to low quoter Ferguson Enterprises in the amount of \$56,920.00. This amount exceeds the Manager's purchasing authority and required board approval by motion.

Motion: Approve purchase of water works materials in the amount of \$56,920.00 to Ferguson Enterprises

Moved by: Ms. Davis

Seconded by: Mr. Johnson

Commissioner Anderson questioned if this was in line with staff's figures; staff noted that yes it was.

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

Motion carried and so ordered.

9.2 Stanley Convergent Security Solutions

A construction contract addendum to the current contract with Stanley Convergent Security Solutions is needed for the DUFF remodel. Although this contract is within the Manager's purchasing authority, there is a hold harmless clause in the addendum; therefore, it required the Board's approval. When these clauses are in contracts staff is required to bring this to the Board, the same as the City does to council. With the approval of this agreement, the Board is essentially waiving damages against Stanley if the equipment breaks down. With the City the risk was outweighed by security issues.

Commissioner Hall questioned if there was an alternative, such as alternate companies; staff noted that we have their equipment on site at various locations. Manager Rains stated that wiring needs to be put in the walls during the remodel. Commissioner Anderson questioned if there was a 90-day warranty; staff noted that any electric failures tend to happen quickly and would fall into the 90-day warranty period.

Motion: Approve the Construction Contract Addendum with Stanley Convergent Security Solutions, Inc. for the DUFF remodel project

Moved by: Mr. Anderson

Seconded by: Ms. Davis

Commission Johnson stated he would not be voting as he rents a building to them.

Roll Call: Commissioners Anderson, Davis, Hall, voting yes; Johnson recused himself from the vote.

Motion carried and so ordered.

9.3 Manager Rains received a letter from John Martin, ODOT District 8 Project Manager, about new improvements to be done to the Suncrest Southbound Rest Area on I-5. ODOT would like to move potable water from the City of Talent to this rest stop and requested the City of Medford give permission to the City of Talent to connect to the rest stop. Staff noted this is not an unusual request and that there would be no cost involved to the Commission.

Motion: Direct staff to authorize the City of Talent to provide potable water to ODOT to be used for the Suncrest Southbound Rest Area on I-5

Moved by: Mr. Anderson

Seconded by: Ms. Davis

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

Motion carried and so ordered.

- 9.4 Willow Lake Recreational Area – The MWC has a contract with Dale Norling of Butte Falls for removal of hazardous trees. During the process it was determined that more trees needed to be removed. A change order was given in the amount of 25% of the contract per state regulations. Mr. Norling found more hazardous trees than the change order allowed and removed them as well. The additional amount above the 25% was \$1,200. The Board questioned this process; staff noted they received phone bids and MWC has used Dale Norling several times in the past.

Motion: Approve additional change order in the amount of \$1,200 to Dale Norling for the removal of hazardous trees in the Willow Lake Recreational area

Moved by: Mr. Johnson

Seconded by: Mr. Anderson

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

Motion carried and so ordered.

10. Propositions and Remarks from the Commissioners

- 10.1 Commissioner Hall questioned if the Board would like to move to an Executive Session; Commissioner Anderson stated he would like an Executive Session in the future with our legal counsel from Portland.

11. Adjourn

There being no further business, this Commission meeting adjourned at 1:51 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.

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