

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

February 18, 2015

The pledge of allegiance was given.

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

Manager Larry Rains; Deputy City Attorney John Huttli; 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 Director Rosie Pindilli; Operations Superintendent Ken Johnson; Water Treatment Director Jim Stockton; Big Butte Springs Operator Dennis Burg; HR/Payroll Specialist Kristin Berg

Guests: Medford Councilmembers Chris Corcoran and Mike Zarosinski; Central Point Mayor & Liaison Hank Williams; Central Point City Manager Chris Clayton; Executive Director of Logos Charter School Joseph VonDoloski, Clark Stevens of Richard Stevens & Associates, and John Schleining representing the Wes Howard Foundation

Commissioner Jason Anderson was absent.

3. Approval or Correction of the Minutes of the Last Regular Meeting of February 4, 2015  
Approved as presented.
4. Comments from Audience
  - 4.1 Medford Councilmember Chris Corcoran stated that he noticed the new changes from the last meeting.
5. Resolutions
  - 5.1 No. 1569, A RESOLUTION Authorizing the Manager to Execute a Contract By and Between Goldstreet Designs (Goldstreet) and the Medford Water Commission (Commission), for Design, Printing and Translation Services for the 2015 Consumer Confidence Report (CCR) Project  
  
Staff desired to award a contract to Goldstreet for design and production services for the 2015, federally-mandated, CCR. Goldstreet has submitted a cost estimate of \$4,230 and requires the Commission to sign a contract that includes limitation-of-liability language. The Commission's Contracting and Purchasing Regulations require Board approval for all agreements containing such clauses. Staff recommended approval.  
  
Motion: Approve Resolution No. 1569  
Moved by: Mr. Dailey Seconded by: Mr. Strosser
- 5.2 No. 1570, A RESOLUTION Adopting Findings, Authorizing and Exemption from Competitive Solicitation, and Authorizing the Manager to Execute a Contract with GSI Water Solutions, Inc. (GSI) for Consulting Services for Permitting Related to the Duff II Water Treatment Plant

Commissioner Dailey questioned why this came to the Board; Manager Rains stated that it had a limitation-of-liability clause in the agreement.

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

Staff received a proposal from GSI related to providing consulting services for management of the permitting process for Duff II. Geologist Bob Jones provided additional information. Staff recommended approval.

Motion: Approve Resolution No. 1570

Moved by: Mr. Dailey

Seconded by: Mr. Fortier

Mr. Dailey questioned if this was a water rights only issue; Mr. Rains stated that it is only a portion of the contract. Mr. Dailey questioned if they were the best consultant for the job; Geologist Jones noted that the water withdrawals affect the fish and GSI has the expertise in this and in coordinating these projects. Mr. Dailey questioned the land pertaining to the intake; Mr. Jones explained that this does not have to do with Duff II but for the intake and getting it to the plant. He further explained why this is needed for permitting. Mr. Dailey further questioned if additional permits would be needed. Mr. Rains thought there might be something during the intake build. Commissioner Johnson stated that we are better off to do the little pieces now vs. later.

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

Motion carried and so ordered.

6. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$397,150.79

Moved by: Mr. Fortier

Seconded by: Mr. Dailey

Roll Call: Commissioners Dailey, Fortier, Johnson, and Strosser voting yes; Fortier abstained from Rogue Disposal & Recycling.

Motion carried and so ordered.

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

- 7.1 Duff Water Treatment Plant Duff Flocc/Sed Basins – The project was advertised on Friday with plans and specification available on February 17. A mandatory pre-bid meeting is scheduled for February 24 at the Duff Water Treatment Plant.
- 7.2 Duff Water Treatment Plant Raw Water Intake Pumps 1 & 2 – The project is on hold again until the new pump #2 arrives mid-March.
- 7.3 Duff Water Treatment Plant Filters 5-8 Valve Replacement – Medford Mechanical has installed all of the 4" valves. The 24" valves have arrived and installation is under way. Photos were presented.
- 7.4 Vilas Road 16" Water Main Inter-tie – The final plans and specification are being presented today. The project will be advertised on Friday with the plans and specification available on February 23.
- 7.5 Avenue H 12" Water Main Replacement – Marquess has incorporated all of staff revisions into the 90% design plan and has returned the plan to the MWC for review.

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

- 8.1 Review of the Technical Memorandum for the Willow Lake Cyanobacteria and Limnological Assessment, 2011-2013 Report by Aquatic Ecosystem Sciences, LLC

Water Quality Administrator Rosie Pindilli stated that the final report on the Willow Lake Algae Study from Jake Kann of Aquatic Ecosystem Sciences has been received. One of the goals of

this study was to advise future management options of Willow Lake and its watershed to reduce or eliminate algae growth in the lake. Conclusions and recommendations from the consultant for potential management practices were provided to the Board. Staff suggested we continue monitoring of nutrient loads into the lake (compare to previous readings; is the cattle fence making a difference and are watershed activities such as timberland practices impacting the nutrient loading) and monitoring for possible seepage from sewage lagoon/field application.

Of the management options listed in the report, staff believes the following are feasible:

- Water level control – keep the lake at a higher level via pumping which is already being done. The algal blooms were non-toxic in the years when the reservoir level was higher.
- Reduction of inflow nutrient concentrations – change watershed practices and management options above the lake (evaluate erosion issues, recommend erosion restoration and purchase timberland or promote land exchange)
- An option not listed that staff presented is dredging the lake bottom to remove the nutrients embedded in the sediments.

Mr. Rains stated that he would like to continue to monitor for another year or so. Fencing the lake and getting the cattle out should help as well. The best course of action is to keep the lake full although that is not always possible.

Mr. Dailey questioned if we had to do anything; Mr. Rains noted that the Board did not have to do anything although the Board did request this information. Mr. L. Johnson thought straw would help. Ms. Pindilli stated that straw is labor intensive as it needs to be added and moved. Mr. L. Johnson questioned the dredging; Mr. Jones noted it would be about 10' deep in some locations. Mr. Rains noted that the lake has to fill over the summer months and the timing would be difficult; Mr. L. Johnson noted that the Columbia River is dredged but they don't drain it. It was questioned if a permit would be needed for that; Mr. Jones noted that we would need a permit for testing of sediments and questioned where the sediments would go. Mr. Rains thought that we could study this and bring this back to the Board. Mr. Jones stated that there are local places that we could call that have done this. BBS Operator Dennis Burg noted that water will always be in the location where it would need to be dredged. Medford Councilmember Corcoran questioned how the lake was filled, algae blooms and the cost benefit to be dredged while the water was low. Mr. Strosser questioned the phosphorus; Mr. Jones talked about this and the clay soils due to the amount of trees cut down above the watershed. He further provided information on where the monitoring would be done.

Mr. Dailey questioned what Ms. Pindilli wanted done; Ms. Pindilli stated that it would be to continue to monitor for another year to get an idea where the algae is coming from. Mr. Jones thought the monitoring for the watershed would be less expensive.

Mr. Johnson clarified that staff would continue monitoring for a year and explore the idea of dredging. Commissioner Fortier questioned if we would need a CORP permit; Mr. Jones noted that we would.

9. Finance Report (Finance Administrator Tessa DeLine)

9.1 Finance Administrator Tessa DeLine provided information on current software issues, programming issues and fixes as well as internal meetings with developer.

9.2 A lawsuit was dismissed pertaining to a bicyclist and a meter reader box. Deputy City Attorney Huttl noted that that the bicyclist dropped the lawsuit. Mr. Dailey questioned if we were in error; Mr. Huttl stated that we were not. Mr. Dailey questioned if we have insurance for this; Mr. Huttl

noted that we do but the City of Medford owned the sidewalk so this was more complicated due to the multiple parties involved.

9.3 The Government Portfolio Advisors contract was extended.

10. Operations Report (Operations Superintendent Ken Johnson)

10.1 Informal bid project forms were presented for the Ohio Street project which will replace 140' of line. West Coast Pipeline was the lowest bidder, who will dig out and replace the pipe.

10.2 Due to the heavy windstorm the MWC had several areas that were impacted, such as the Capital Hill Reservoir #1 roof pulling away and various trees falling at several locations.

11. Manager/Other Staff Reports

11.1 Letter from Joseph Von Doloski, Director, Logos Public Charter School

Mr. VonDoloski submitted a letter requesting water service at the proposed site of the Logos Charter School, at 1221 North Ross Lane. Per Resolution No. 1058, Section 7, the Commission may choose to extend service to school districts, in the public interest. As noted in the letter, the property is within the Medford Urban Growth Boundary (UGB) and a service is stubbed on the site. Mr. Rains further commented on Resolution 1058, Section 4 pertaining to undeveloped water and annexing into the City. The land is currently not owned and operated by the school district and may be leased. If leased, it would fall into the category of owned/leased as per Attorney John Huttli. Mr. Rains verified with Planning Director Jim Huber that this can be annexed as this property is in the UGB. Staff recommended approval.

Mr. Dailey looked at the Planning Departments maps and thought this was in the city limits; Mr. Rains stated that we were told that it is in the UGB. Commissioner Strosser noted that the city limits was across the street. Mr. Rains noted that this is not in the RPS area but in the UGB.

Joseph VonDoloski, Executive Director of Logos Charter School; John Schleining representing the Wes Howard Foundation; and Clark Stevens of Richard Stevens & Associates introduced themselves. Mr. Stevens stated that this property is in the UGB.

Mr. Huttli reported that with a lease it would meet the description of owned and occupied according to the resolution or Logos Public Charter School could consent to annex. Mr. VonDoloski noted that it would be for a portion of the land with a 300 year lease or it may be deeded to them. Mr. Huttli stated he would like a strong lease. Mr. Schleining stated that they are close to getting the lease and they will control the property forever; he noted that it is currently two tax lots. Mr. Rains stated that if it is leased it would be Section 7 and ownership be section 4. Mr. Huttli noted that in either case it would be Section 7. Mr. Huttli questioned timing; Mr. Schleining stated that the MWC should assume they will get the lease. Mr. Dailey questioned what happened if Logos moved; Mr. Huttli stated that it would not then satisfy our resolution.

Motion: Provide water service to Logos Public Charter School as per Resolution 1058, Section 7 based on a lease agreement

Moved by: Mr. Dailey

Seconded by: Mr. Strosser

Commissioner Strosser questioned if this is contingent on an acceptable lease. The Board briefly discussed having a motion without a lease. The motion was withdrawn; the Board requested staff bring this back after an acceptable lease has been presented before making their decision.

11.2 Photos from Big Butte Springs were presented on the damage to downed trees being uprooted

and tops were downed from the windstorm. Big Butte Springs Operator Dennis Burg stated that there are enough trees down to do some sort of small salvage sale. He further stated that the wind was heavy for 13 hours and that in 2008 we had a small salvage sale as well. Mr. Rains noted that we came out of this well and that the generator kicked on with no catastrophe. Since we lost power Mr. Rains has asked Mr. Burg to investigate going underground for all power from the road to the house.

Mr. Dailey questioned if there was a weather service in that location; Mr. Jones stated that we don't have one on the property but there is one a few miles from our site.

## 12. Propositions and Remarks from the Commissioners

- 12.1 Mr. Johnson stated that Eagle Point Mayor Bob Russell and his wife Debbie are going through traumatic times as Debbie has stage 4 cancer. Mr. L. Johnson requested all to reach out to Mr. Russell. Mr. Rains questioned if the Board would like flowers sent; Mr. L. Johnson thought that would be acceptable.
- 12.2 Mr. L. Johnson requested the Top 25 High User spreadsheet; Mr. Rains noted that there is a small glitch in the system but this will be available in the future.
- 12.3 Mr. L. Johnson stated that the new governor may have different thoughts on water issues. Both Mr. L. Johnson and Mr. Rains will keep this in their radar. Mr. Strosser questioned if using the City's lobbyist would be helpful; Mr. Rains noted that we do. Mr. L. Johnson noted that former Governor Kitzhaber specifically wanted a certain schedule pertaining to water and was unsure how it will go with the new governor.
- 12.4 Mr. Dailey stated that he liked the water rate update as presented by the City of Central Point; Public Information Coordinator Laura Hodnett noted that we had done similar charts and staff does call around to the various entities to get their usage rates. Mr. Dailey thought this graph would be good to send to all councilmembers when the quarterly report was given; Mr. Strosser agreed.

## 13. Adjourn

There being no further business, this Commission meeting adjourned at 1:31 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.