

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION
April 4, 2012

The regular meeting of the Medford Water Commission was called to order at 12:20 p.m. on the above date at the Medford City Hall Lausmann Annex, Room 151/157 with the following commissioners and staff present:

Chair Jason Anderson; Commissioners Cathie Davis, Lee Fortier, Leigh Johnson

Commissioner John Dailey was absent.

Manager Larry Rains; 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; Water Quality Superintendent Bob Noelle; Operations Superintendent Ken Johnson

Guests: City of Medford Councilmembers Bob Strosser and Jim Kuntz; Central Point Mayor & Liaison Hank Williams; Central Point Assistant City Manager Chris Clayton; Public Works Management Joe Strahl; Brad Martinkovich

2. Approval or Correction of the Minutes of the Last Regular Meeting of March 7 and 21, 2012
Approved.

3. Comments from Audience

- 3.1 Medford Councilmember Jim Kuntz expressed appreciation for serving as alternate council liaison to the MWC and requested their cooperation with coordination. City Attorney Huttli stated that at a recent council meeting the Medford City Council directed staff to review the subject of coordination as requested by Mr. Martinkovich.

4. Resolutions

- 4.1 No. 1479, A RESOLUTION Authorizing the Chair and City Recorder to Execute Statutory Warranty Deeds for a Property Line Adjustment for the Exchange of Real Property between Robert and Susan Hebblewhite (Hebblewhites) and Medford Water Commission (Commission), Related to a Portion of the Northwest Quarter (NW 14) of Section 23, Township 37 South, Range 2 West, W.M., Adjacent to the Commission's Existing Rossanley Control Station Facility Property

The Commission has agreed to a Property Line Adjustment between Tax Lots 1800 (Robert and Susan Hebblewhite) and 1701 (Commission). This lot line adjustment allows for the exchange of land between the two parties. Staff recommended approval. Principal Engineer Johnson reiterated what Manger Rains stated. Commissioner Anderson questioned if we were acquiring the five feet; Mr. Johnson noted that we are giving up five feet.

Motion: Approve Resolution No. 1479

Moved by: Ms. Davis

Seconded by: Mr. Johnson

Commissioner Johnson was thankful that this was handled so efficiently; he noted that previously these could take years to resolve.

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

Motion carried and so ordered.

5. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$327,962.73.

Commissioner Johnson questioned the payment regarding the Touvelle storm drain; Manager Rains provided information on this voucher.

Moved by: Mr. Johnson

Seconded by: Ms. Davis

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

Motion carried and so ordered.

6. Engineer's Report

6.1 Duff Reservoir Seismic Upgrade – Final site cleanup is done; landscaping is being restored.

6.2 Duff Floc/Sed Basins – The qualification base selection Request for Proposal for the Floc/Sed Basin Project is being advertised. The pre-proposal is scheduled for April 10 at the Duff Water Treatment Plant.

6.3 Control Stations Upgrades – Final site cleanup continues and punch list items are being worked on.

6.4 Ave G 48" Transmission Main – The 48" water main has been installed from the tie-in point at Duff Water Treatment Plant along Table Rock Road and east on Kirtland Road. Approximately 1250' of the 48" water transmission main has been installed.

Commissioner Anderson questioned what percentage of the project is done; Engineer Johnson stated roughly 10%.

6.5 Martin Control Station – The final design is underway and the 75% designed plans and specifications are to be submitted to MWC for review this week.

Commissioner Fortier questioned if there were any issues with the contractor working on the Ave G Project; Engineer Johnson stated that he believed that the contractor was unaware of the challenge to the project, including traffic.

7. Water Quality Report

7.1 Duff Treatment Plant – The ozone system is fully commissioned; backwash pump tune-up is completed.

7.2 Big Butte Springs Hypochlorite – Modifications should be underway in a few weeks.

7.3 Best Tasting Water Contest – MWC won the AWWA Subsection Best Tasting Water Contest; we will now move on to the next phase.

7.4 Water Quality Superintendent Noelle presented a formal notification of retirement and will work until the end of August.

8. Finance Report

8.1 Draft Investment Policy – The policy is with the State Treasure's office and under review.

9. Operations Report

9.1 Landslide – On March 25 there was a landslide at the Bella Vista subdivision. A water pipe came apart; approximately 200,000 gallons of water were lost before it was turned off. The MWC contacted the owner of the property, Bank of the Cascades, cleaned up the private roads, installed temporary fencing and consulted Marquess & Associates for an evaluation of the landslide. The report from Marquess & Associates states that the water line probably broke after the hillside slide. Operations Superintendent Johnson also stated that the pipes have been cut and capped from the main line. Commissioner Johnson questioned if we could put in a claim to the Bank of the Cascades

for work provided; staff noted that the bank is investigating as well, staff is working on sending them a claim, and that the MWC has spent about \$3,000-4,000 so far. Commissioner Johnson would like to know by email when events such as this happen. Commissioner Anderson noted that if we get an email from Manager Rains it would be information only and requested the Commission not ask additional questions so that public meeting laws are not violated.

10. Manager/Other Staff Reports

10.1 Consideration of Board Representation on the Water Conservation Grant Policy Committee

At the last regular board meeting, the Commissioners discussed Joe Strahl's request for Commission support for the proposed Water Conservation Grant, which was submitted to the state by Public Works Management on behalf of the other cities. Anticipating approval of the grant, Mr. Stahl sought the Board's concurrence with the goals of the grant, the financial commitment and the establishment of both policy and technical committees to administer the grant. Manager Rains stated that this item has been postponed at the request of City Attorney Huttli. Mr. Huttli noted that he sent out drafts to the attorneys involved and anticipates getting together with them. Mr. Strahl received his copy as well.

10.2 Big Butte Springs Summer Tours

Mr. Rains stated that two tour dates of June 26 and September 6 have been selected for the Big Butte Springs tours and questioned the board if they were agreeable to this and why types of tours they would like. He further stated that dignitary tours are difficult to fill and cancellations are common, leaving lunches paid for by the MWC unused. In the past the normal tour was open to the public. Commissioner Anderson questioned the approximate cost of each tour. Staff noted that the bus is about \$500-600, lunch \$300-400, plus staff time. Commissioner Anderson questioned what has been done in years past; Mr. Rains noted that it has varied. Public Information Coordinator Hodnett noted that we do fill up two busses. The board agreed to two tours with the dates provided by staff at a first come, first serve with no lunches provided.

11. Propositions and Remarks from the Commissioners

11.1 Commissioner Anderson thanked Commissioner Jim Kuntz for his years of service.

12. Adjourn

There being no further business, this Commission meeting adjourned at 12:49 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. Spoons, MMC
Deputy City Recorder
Clerk of the Commission