

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION
May 21, 2014

The regular meeting of the Medford Water Commission was called to order at 12:30 p.m. on the above date at the Lausmann Annex, 200 S. Ivy Street, Room 151/157, Medford, Oregon.

The pledge of allegiance was given.

The following commissioners and staff were present:

Chair Jason Anderson; Commissioners John Dailey, 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; Operations Superintendent Ken Johnson; Water Quality Administrator Rosie Pindilli

Guests: City of Medford Councilmember Bob Strosser; Ashland Associate Engineer Pieter Smeenk; Central Point Mayor & Liaison Hank Williams; Central Point City Manager Chris Clayton; Eagle Point Mayor & Liaison Bob Russell; Phoenix Mayor & Liaison Jeff Bellah

Commissioner Lee Fortier was absent.

3. Approval or Correction of the Minutes of the Last Regular Meeting of May 7, 2014

The minutes were approved as presented.

4. Comments from Audience

4.1 Central Point Mayor Williams requested a hard copy of the expense budget; Manager Rains stated that due to saving preliminary printing costs very few hard copies were left; Commissioner Anderson requested one be made for him.

4.2 Eagle Point Mayor Russell questioned when the agreement with the cities would be ready; Mr. Anderson noted that the Board was having a third party review the agreement and that the Board was planning to discuss said third party's comments at the June 18 meeting. At this time it was difficult to estimate the time it will take to respond to the other cities comments but we were working on it.

4.3 Phoenix Mayor Bellah stated that he has missed a few meetings but requested more information on the other cities agreement. Mr. Anderson noted that the agreement will be in draft form and the cities will be given time to review it before it becomes final.

4.4 Medford Councilmember Strosser stated that pertaining to the late fee discussed during the study session, Medford charges a \$15.00 late fee for utility fees. The board heard comments from the other cities on their late fee charge.

5. Resolutions

5.1 Resolution No. 1547, A RESOLUTION Providing for the Collection of a Proportionate Share of the Cost of a Water Main Constructed on Aerial Heights Drive: From 3440 Feet (+/-) West of Cherry Lane to 4175 Feet (+/-) West of Cherry Lane, From Property Owners Benefiting Thereby at the Time of Use of the Said Water Main and Providing for the Payment of the Sums So Collected to the Present Owners of Tax Lots 371W26B 1700 and 1704, Gordon W. Dickerson and James T. Post, Installers of Said Water Main

Gordon Dickerson and James Post have installed 744 feet of 8-inch ductile iron pipe on Aerial Heights Drive. Approval of this resolution will allow the Commission to collect proportionate shares of the cost of the water main from property owners benefiting from the water line and to

provide payment of refunds back to the developers, at a rate of \$21.91 per front foot, until May 6, 2024. Staff recommended approval.

Motion: Approve Resolution No. 1547

Moved by: Mr. Dailey

Seconded by: Ms. Davis

Commissioner Anderson questioned what the conference was about that Public Information Coordinator Hodnett and Administrative Coordinator Martin attended; both provided information on what they learned. Water Quality Administrator Pindilli stated that she attended as well and provided further information. Mr. Anderson requested that when staff attends conferences they update the board.

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

Motion carried and so ordered. Resolution No. 1547 was approved.

6. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$342,831.43

Moved by: Mr. Johnson

Seconded by: Mr. Dailey

Roll Call: Commissioners Anderson, Dailey, Davis, and Johnson voting yes; Johnson abstained from Stanley Convergent voucher. Motion carried and so ordered.

7. Engineer's Report (E. Johnson)

7.1 Duff Water Treatment Plant Floc/Sed Basins – Black & Veatch continue to work towards the completion of the 90% plans and specifications. Staff and Black & Veatch continue to work on design details and hold monthly meetings. Plans are due June 19 which is out a few weeks from the original date.

7.2 Duff Water Treatment Plant Raw Water Intake Pumps 1 & 2 – A bid opening was held on May 20. There were three bidders. The lowest bidder was Pacific Electrical Contractors, Inc. with a bid of \$615,500. The bid tabs were in the Commissioners folders for review. The award of contract will be brought to the next Board meeting.

Mr. Anderson questioned if we have worked with this company before; Principal Engineer Johnson noted that we had. Dailey questioned if this is a new pump; Mr. Johnson noted that it is.

7.3 Angelcrest Pump Station – Triangle Pump & Equipment, Inc. has placed the order for the pump; the ship date for the pump is May 27. PP&L will be upgrading the transformer this month.

7.4 Highway 62 Bypass – A 'Notice to Proceed' was issued on April 30. The pre-construction meeting was held on May 6. Staff is currently reviewing project material submittals. The project is scheduled to start construction on May 27 with all work to be performed at night.

7.5 Vilas Road 16" Water Main Inter-tie – Marquess & Associates continues to design the 16" water main.

Mr. Anderson appreciated receiving the bid tab and the engineer's estimate and questioned why the engineer's estimate is so far off from the contractors bid. Mr. Johnson stated that we now get the opinion of probable cost and it is not that uncommon to get a 25-30% contingency. He further stated that pipeline projects are easier to bid but something like the intake of raw water pumps is more difficult.

8. Water Quality Report (Pindilli)

8.1 Water Quality Administrator Rosie Pindilli introduced Anthony Thompson as the new Water Quality Tech II/Water Treatment Plant Operator.

8.2 Watershed - Willow Lake is experiencing an algae bloom. We have Aquatic Ecosystem Sciences (AES) scheduled to sample tomorrow who will profile the lake and obtain samples from different depths. Samples will be analyzed for algae counts and identification, algal toxins, and nutrient loading. Since Willow Lake never had a bloom throughout the two-year study period, this data will provide confirmation to previously projected results and will be added to the final report.

8.3 Hydrant Flushing – We are starting to require longer flush times at certain hydrants as we see the treated river water start to infiltrate the distribution system. Several customers have questioned why we are flushing and wasting water. It is explained to them that it is done to maintain water quality and then they have thanked us for our efforts. This may not be as well received as the drought continues.

Commissioner Dailey questioned if we measure the amount of water used; Ms. Pindilli noted that we do. Ms. Hodnett noted that this information is included as a news item on the front page and as we receive questions from the public we add that to the website. Manager Rains noted that we do have to flush the water for quality purposes; Ms. Pindilli noted that we could get a violation for this if it is not done.

8.4 Regulatory Compliance - The busy season for required sampling is upon us now that both sources are in use. Unregulated Contaminants, Radionuclides and Radon samples will be collected within the next few days with much more compliance monitoring to follow. Our in-house monitoring program has also increased to include the Duff WTP finished water, which is in addition to monitoring both source waters.

8.5 The MWC was issued a treatment requirement violation for a failure to measure chlorine residual at our Big Butte Springs Entry Point to the distribution system, which is our compliance location assigned to us by the State in 2009. This was a Tier 2 violation that required Public Notice to be mailed out to all customers including the other cities, a huge expense, not to mention the potential cause for erosion of customer confidence. After providing all of our supporting data that showed our chlorine feed never faltered at the injection points and Ms. Pindilli's persistence with getting someone at the State to really look at the data and see that public health was never at risk, the violation was rescinded. This incident has caused the State to re-evaluate the location of our compliance Entry Point which may be moved from Coal Mine Station to the Springs.

Mr. Anderson requested this be summarized; Ms. Pindilli provided further information including that there was no alarm to alert to an issue. Mr. Anderson thanked Ms. Pindilli for her work. Mr. Dailey questioned if this would be better to have the testing site at the Springs. Ms. Pindilli stated that there will be a staff meeting to discuss the reasoning why the MWC does not want it there. Mr. Rains noted that staff will work on the alarm issue. Mr. Anderson questioned if there was any change to our water; staff noted there was not.

9. Finance Report (DeLine)

9.1 Finance Administrator DeLine provided a list of all dues and subscriptions which was requested at the last meeting.

- 9.2 A consultant was on site last week and will be back to help wrap up the year-end progress. Currently there are just a few outstanding issues.
- 9.3 Finance is working on March financials. By the end of May Finance should be caught up and will be able to provide more information to the board.

Mr. Dailey questioned the miscellaneous payable from February of last year; Ms. DeLine stated she would look into it. Mr. Dailey questioned the servicing of customer installation; Ms. DeLine noted that we have not been caught up on our private development work orders. He noted it was listed as an operating expense; she stated it is the actual labor and materials that go towards that particular project.

10. Operations Report (K. Johnson)

- 10.1 Staff is on round two of looking for a potential site for an anode rectifier on BBS #1. The first attempt proved the soil to be inadequate. Staff has received a verbal approval to put a second site on private property. He noted that we have four miles left to cover.
- 10.2 All items in the operations expense budget have been completed except for the purchase of a used dump truck of which staff is still searching for.
- 10.3 Operations Superintendent Johnson stated that he recently attended the PNWS conference; he thanked the board for the opportunity to attend and appreciated the opportunity to network with others.

Mr. Dailey questioned if the anode bed would interfere with the use of the land; Mr. Johnson noted that typically anode beds are on forest or grazing land and have been in right-of-ways. Mr. Dailey questioned if we pay for the easement; Mr. Johnson noted that we do. Mr. Anderson questioned if this would cover the four miles; Mr. Johnson spoke about the areas that we have protected due to moving and adding anode beds but pertaining to the miles left that is an unknown answer. He noted that staff has been using the consultant's suggestions.

11. Manager/Other Staff Reports

- 11.1 The charges, fees and budget public hearing notices for the June 4 meeting will be advertised and posted.

12. Propositions and Remarks from the Commissioners

- 12.1 Mr. Anderson requested that we provide the budget information requested by Central Point Mayor Williams.

13. Adjourn

There being no further business, this Commission meeting adjourned at 1:04 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.