

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION
August 21, 2013

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 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; Operations Superintendent Ken Johnson; Duff/Water Treatment Plant Supervisor Jim Stockton; TS Coordinator Kris Stitt; Utility Coordinator Bob Carlson

Guests: City of Medford Councilmember Bob Strosser; Ashland Public Works Director Mike Faught; Central Point Mayor and Liaison Hank Williams; Central Point City Manager Chris Clayton; Eagle Point Public Works Director Robert Miller; Bruce Spence representing Aldercreek Homeowner's Association and Mahar Homes

Commissioner Lee Fortier was absent.

3. Approval or Correction of the Minutes of the Last Regular Meeting of August 21, 2013
The minutes were approved as presented.

4. Comments from Audience

- 4.1 Bruce Spence, representing Aldercreek Homeowner's Association and Mahar Homes expressed dismay that the MWC has not been able to know how much their 3-1/2% discount would be nor has the MWC cashed their check(s) for the water bill(s). Manager Rains stated that he was not aware that they had contacted the MWC for this information and that there have been issues with the new software but they have been solved. The new software cannot pick up the old software information so it doesn't know about previous usage, which is needed in order to determine the 3-1/2% discount. He further stated that the checks have been cashed and the discount has been given. Commissioner Dailey questioned what this was about; Mr. Rains provided further information about the discount given to yearly payees. Discussed was the percentage of customers who take advantage of this service.

5. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$502,677.31

Moved by: Mr. Johnson

Seconded by: Mr. Dailey

Roll Call: Commissioners Anderson, Dailey, Davis, and Johnson voting yes; Anderson abstained from Asante and Big R vouchers; Johnson abstained from the Stanley voucher. Motion carried and so ordered.

6. Engineer's Report (E. Johnson)

- 6.1 Duff Floc/Sed Basins – The Basis of Design Report is finished. The project kickoff meeting for the design is scheduled for August 28.
- 6.2 Duff Emergency Backwash – The main equipment for the project is on site. The pumps and motors are being shipped and should arrive next week. Once the pumping season is over the pumps and motors will be installed and the remaining portions of the project finished.
- 6.3 Duff Raw Water Intake Pumps – CH2M Hill has started the preliminary design for the project.
- 6.4 Martin Control Station – The roof is almost done; the site electrical and interior wiring is

underway; lights are being hung; PP&L is on-site; exterior concrete flat work is poured and the site grading will start next week.

Commissioner Anderson questioned when it will be done; staff noted that it will be sometime in October.

6.5 Angelcrest Pump Station – Marquess & Associates has started the preliminary engineering.

6.6 Water Main Project Highway 62 Bypass – ODOT has reviewed and approved MWC's Water Facilities Relocation Plan. This plan included the relocation of 14" water mains on Highway 62. The design for the relocations of the water mains will start next week.

6.7 Vilas Road 20" Water Main Inter-tie – Marquess & Associates has started the preliminary engineering.

7. Water Treatment Report (Pindilli)

7.1 Staff has been regulatory testing during the summer season while both sources are in use. Results are as follows:

Inorganics – Sixteen contaminants were tested including cyanide, fluoride, mercury, and arsenic; testing showed non-detects in both sources at the entry points to the distribution system except for barium. Barium can be from the discharge of drilling wastes, discharge from metal refineries or the erosion of natural deposits.

Synthetic organics – Forty five contaminants were tested such as 2,4-D, chlordane, atrazine; all non-detects at both entry points.

Organics – Forty two contaminants were tested such as trichloroethane, benzene, toluene, vinyl chloride. All non-detects at both entry points.

Lead and copper results – This is the most time consuming monitoring required; MWC is on reduced monitoring due to previous results. Very low levels of lead were detected including at the springs. There were very low levels of copper found in each source; most of the copper is leaching from plumbing materials. Additional treatment would be needed to reduce the amount of leaching.

Mr. Dailey questioned if we have tested for cryptosporidium (mentioned in an article about Baker City). Water Quality Administrator Pindilli stated that there are many types of this bacteria and it comes from animal feces. She further commented that in 2006-07 everyone had to do monthly monitoring; MWC was placed in "Bin One" which means we didn't have to do anything differently. What we do at Duff does take care of killing those particular bacteria. She noted cryptosporidium would make you very sick.

8. Finance Report (DeLine)

8.1 The MWC purchased bank bonds at 1.25%. Year-end statements are done; staff continues to work on the new software.

9. Operations Report (K. Johnson)

9.1 The tap meter should ship next week; on September 9th the representative will install and assess other locations as well. Talent and Phoenix will also have their tap meter installed at that time.

10. Manager/Other Staff Reports

- 10.1 TS Coordinator Stiitt stated that there is more work yet to be done with the new software. As time progresses staff is more comfortable with the system. Because of the new bill layout we have received a larger amount of phone calls. Most of the major functionality has been tackled in the financial section. About 500 people have registered to make on-line payments on the website. Presently our website is not set up for recurring payments but staff is working on this and it will be tested before making it available for the public.

Commissioner Johnson questioned if we have come to an agreement with the City on how much they owe us; Finance Administrator DeLine noted that we did and the City has paid a little over \$100,000. Mr. Dailey had heard that when the Medford utility bills hit there was a call wait time at the City of Medford of about six to seven minutes. He thought we should have all staff available when calls are expected to be the greatest; staff noted that the largest amount of calls come in when the City sends out all utility bills on the 15th of the month. The MWC sends out water bills throughout the month.

- 10.2 The MWC received a recognition award from the Water Research Foundation in support for advancing the science of water.
- 10.3 SDC revisions will be brought up at an upcoming study session; staff would then bring back any proposals or resolutions to the board. There is expected to be some changes.
- 10.4 The pressure issue has been solved around the Target/Rogue Valley Mall area. The work being done at this location will be repaved according to ODOT's standards.

11. Propositions and Remarks from the Commissioners

- 11.1 Mr. Johnson would like a review of all costs involved in Duff II, from mitigation to staff time, etc. Mr. Rains noted that the MWC has covered all of those costs.
- 11.2 Commissioner Davis will not be at the next meeting.

12. Adjourn

There being no further business, this Commission meeting adjourned at 12:55p.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.