



BOARD OF WATER COMMISSIONERS MINUTES

Wednesday, June 6, 2018

Lausmann Annex Room 151/157

200 S. Ivy Street., Medford, Oregon 97501

The regular meeting of the Medford Water Commission was called to order at 12:25 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, Daniel Bunn, Leigh Johnson (via phone); Rick Whitlock

General Manager Brad Taylor; City Recorder Karen Spoons; Administrative Coordinator Yvette Finstad; Principal Engineer Eric Johnson; Finance Director Tessa DeLine; Operations Superintendent Ken Johnson; Duff Water Quality Superintendent Jim Stockton; TS Administrator Kris Stitt; Water Treatment and Quality Director Ben Klayman; Operations Supervisor Brian Davidson; HR/Payroll Specialist Kristin Berg

Guests: Central Point Mayor Hank Williams; Central Point City Manager Chris Clayton; Preston McGill from True South Solar

3. Approval or Correction of the Minutes of the Last Regular Meeting of May 16, 2018
The minutes were approved as presented.
4. Comments from the Audience
 - 4.1 Central Point City Manager Chris Clayton noted he agreed with the Board's comments pertaining to the fees presented. The small decrease does present issues with all cities involved and he will let the MWC know how it would affect them.
 - 4.2 Preston McGill of True South Solar, encouraged the Board to look at solar for Duff.
5. Public Hearings
 - 5.1 No. 1671, a Resolution Modifying the Charges in Lieu of Assessment, Exhibit A of the Regulations Governing Water Service, for Properties Directly Benefited by the Installation of Water Mains but not Specifically Assessed for Such Benefit, Effective July 1, 2018

At the May 2 study session, staff presented proposed changes to the Charges in Lieu of Assessment. The per-lineal-foot assessments are revised on an annual basis on July 1, using the Engineering News Record's Construction Cost Index from the prior December. Staff is asking for approval to modify the current rates based on water main size and street condition. The notice was published, posted and on the website. Modified charges would be effective July 1, 2018. Staff recommended approval.

Public hearing opened.
No one spoke
Public hearing closed.

Motion: Approve Resolution No. 1671

Moved by: Mr. Dailey

Seconded by: Mr. Bunn

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

Motion carried and so ordered. Resolution No. 1671 was approved.

5.2 No. 1672, a Resolution Modifying the Charges for Special Services, Exhibit D of the Regulations Governing Water Service, Effective July 1, 2018

At the May 2 study session, staff presented proposed modifications to the Charges for Special Services. The modifications are increases or decreases based on costs of materials, travel, labor and whether contractors or utility staff members do the work. Notice of the hearing was published, posted and on the website. Modified charges would be effective July 1, 2018. Staff recommended approval.

Public hearing opened.
No one spoke.
Public hearing closed.

Motion: Approve Resolution No. 1672

Moved by: Mr. Dailey

Seconded by: Mr. Bunn

Commissioner Bunn stated he is very happy how this has turned out.

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

Motion carried and so ordered. Resolution No. 1672 was approved.

5.3 No. 1673, a Resolution Adopting the Budget for the Medford Water Commission of the City of Medford, by and through its Board of Water Commissioners, for Fiscal Year 2018-19 Commencing July 1, 2018, and Making Appropriations Thereunder

The proposed budget for Fiscal Year 2018-19 was presented at the study session on May 16. Notice of the hearing was published, posted and on the website. Staff recommended approval.

Public hearing opened.
No one spoke.
Public hearing closed.

Motion: Approve Resolution No. 1673

Moved by: Mr. Dailey

Seconded by: Mr. Bunn

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

Motion carried and so ordered. Resolution No. 1673 was approved.

6. Resolutions

6.1 No. 1674, a Resolution Authorizing the Manager to Execute an Agreement to Provide Workers Compensation Insurance for Medford Water Commission Employees, for Fiscal Year 2018-19

Staff solicits quotes annually for this insurance coverage; one quote was received this year from SAIF Corporation. City County Insurance Services declined to quote us this year, as the Commission is currently with SAIF, and they would not be competitive on price. Staff recommended approval.

Commissioner Bunn questioned if we are comfortable with the million dollar coverage; General Manager Brad Taylor thought it was adequate at present but will bring back cost differences for the next renewal process.

Motion: Approve Resolution No. 1674

Moved by: Mr. Dailey

Seconded by: Mr. Bunn

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

Motion carried and so ordered. Resolution No. 1674 was approved.

- 6.2 No. 1675, a Resolution Modifying the Compensation for Water Damage, Exhibit F of the Regulations Governing Water Service, Effective July 1, 2018

The revision limits the maximum compensation by the Commission for claims received in any fiscal year to \$25,000 (the amount of compensation payable to any single claimant remains the lesser of \$2,500 or the reasonable cost of cleaning and repair or replacement) and compelling all claims to be reported to the Board. This modification would be effective July 1, 2018. Staff recommended approval.

Commissioner Johnson stated that if the MWC causes damage to personal property we should pay for the damage. Mr. Taylor noted there is an account in the budget for that and claims would be reported to the board. All claims are processed through the insurance company first; this is only for claims that the insurance company has denied.

Motion: Approve Resolution No. 1675

Moved by: Mr. Dailey

Seconded by: Mr. Bunn

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

Motion carried and so ordered. Resolution No. 1675 was approved.

7. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$1,114,357.00

Moved by: Mr. Dailey

Seconded by: Mr. Bunn

Roll Call: Commissioners Anderson, Bunn, Dailey, Johnson, and Whitlock voting yes; Johnson recused himself from the Stanley Security voucher.

Motion carried and so ordered.

8. Manager's Reports

- 8.1 Mr. Taylor outlined the highlights in the board's packet. Discussion continued on emergency situations. The monthly collection report, a revised spreadsheet for new contracts, and a Memo of Understand with Grants Pass was also included in the board's packet.

- 8.2 Duff is now running 24 hours a day.

9. Propositions and Remarks from the Commissioners

- 9.1 Commissioner Anderson appreciated staff's work on refining the budget process.

10. Adjourn

There being no further business, this Commission meeting adjourned at 12:56 p.m. The proceedings of the Medford 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
City Recorder
Clerk of the Commission