



BOARD OF WATER COMMISSIONERS MEETING MINUTES

Wednesday, July 15, 2026

Medford Police Department Prescott Room
219 S. Ivy Street, Medford, Oregon 97501

The regular meeting of the Medford Water Commission was called to order at 12:22 p.m. on the above date at Medford Police Department's Prescott Room, with the following commissioners, staff, and guests present:

Chair Jason Anderson; Commissioners John Dailey, Bob Mylenek, Brian Sjothun, and David Wright.

General Manager Brad Taylor, Executive Administrative Assistant Amber Furu, Finance Manager Beau Belikoff, HR Manager Tanya Haakinson, Engineering Manager Brian Runyen, IT Manager Kris Stitt, Water Operations Manager Dan Perkins, Senior Capital & Special Project Manager Andy Huffman, Water Resources & Customer Service Manager Julie Smitherman, Water Distribution Operations Supervisor Scott Allis, Staff Engineer Matthew Scott, Utility Person I Jedidiah Rennels

Guest(s): Attorney Mark Bartholomew, Medford City Council Liaison Garrett West, City of Central Point City Manager Chris Clayton, Central Point Councilor Rob Hernandez, Eagle Point Councilor Lena Beach, Interim City Manager John Vial*, Medford City Councilor Kevin Stine*, Rob Annear*, (*Via Zoom)

3. Comments from the Audience

None.

4. Approval or Correction of the Minutes of the Last Regular Meeting of June 17, 2026

Motion: Approve the minutes of the last regular meeting as presented.

Moved by: Mr. Dailey

Seconded by: Mr. Mylenek

Roll Call: Commissioners Anderson, Dailey, Mylenek, Sjothun, and Wright voting yes.

Motion carried and so ordered.

5. Workers' Compensation Renewal

HR Manager Tanya Haakinson presented the Workers' Compensation renewal for FY 2026–2027, reporting a premium of \$59,933.95 and noting an 11% increase driven by industry rate adjustments. Haakinson explained that Medford Water's experience modification factor decreased from 0.85 to 0.84, resulting in approximately \$12,000 in savings. Details were also provided on reimbursements received through SAIF's Employer-at-Injury Program, including a \$5,000 scanner purchased for modified-duty work, an additional \$5,000 reimbursement currently in process, and a \$3,000 dividend issued in the prior year.

Commissioners discussed whether safety performance influences insurance costs (SAIF's tiering system reduces premiums when claims remain low). Commissioner Mylenek inquired how employees are recognized for maintaining safe workplaces (Medford Water provides safety lunches after 180 injury-free days).

6. Resolution No. 2033, A RESOLUTION Authorizing the General Manager to Execute Purchase Orders in the Amount of \$749,253.00 with Sensus Metering Systems for Fiscal Year 2026-2027

The annual meter and radio purchase request was presented, outlining the materials needed to support Advanced Metering Infrastructure (AMI) conversions and new service installations for the coming fiscal year. The total estimated cost is \$749,253, which includes inventory required to maintain AMI replacement pace and the meters used for new development, the latter of which are fully reimbursed by builders.

Commissioners asked how the yearly estimate was developed and how it relates to AMI replacement budgeting (staff responded that annual installation capacity is limited by staffing levels and historical service trends, with AMI replacement costs budgeted separately and developer-funded meters recorded as reimbursable).

Motion: Approve Resolution 2033.

Moved by: Mr. Dailey

Seconded by: Mr. Wright

Roll Call: Commissioners Anderson, Dailey, Mylenek, Sjothun, and Wright voting yes.

Motion carried and so ordered.

7. Leadership Team Reports

- Water Distribution Operations Supervisor Scott Allis
 - Big Butte Springs Line Backflow Upgrade - An update was provided on backflow protection for customers on the Big Butte Springs transmission lines. Allis reported that 20 double-check assemblies are being replaced with reduced-pressure (RP) principal devices, increasing the total number of RP devices from 15 to 35. The importance of the Big Butte Springs supply was noted, as the line conveys up to 26 million gallons per day and accounted for 73.5% of Medford Water's annual production last year.
Commissioner Anderson asked about the number of changeouts and the project schedule (phase one includes 20 customers, prioritizes those with secondary water sources, and is contracted for completion by August 31).
- Staff Engineer Matthew Scott
 - Main Break Pavement Repair Corona/Grand Avenue - Engineering reported on the January failure of an eight-inch water main. The repair involved roadway reconstruction under a unit-price contract with Pilot Rock, and excavation provided an opportunity to examine neighboring 1958 pipe segments, which were found to be in good condition. Total costs were approximately \$80,000, including paving, base rock, and related work.
- General Manager Brad Taylor
 - Upcoming Board Schedule – August 5, Water Distribution Operations at the Service Center; August 19 Capital Hill and Public Outreach Update and Public Hearing on SDC's

8. Propositions and Remarks from the Commissioners

Commissioner Sjothun referenced the request from the Home Builders Association to pause SDC increases and asked for an analysis of the budget impact if the Board were to consider such a pause (staff responded that preliminary information will be brought forward, with full modeling to occur during the COSA process). Sjothun also inquired about a study session to discuss the pros and cons of transitioning to a biennial budget (a discussion will be scheduled for a future meeting).

City Council Liaison Garrett West thanked staff for their work at the recent Capital Hill neighborhood meeting, noting that staff addressed community questions thoroughly and helped calm concerns.

9. Adjourn

There being no further business, this meeting was adjourned at 1:05 p.m. The proceedings were recorded and are on file along with the complete agenda of this meeting.



Amber Furu
Assistant Clerk of the Commission