



The regular meeting of the Medford Water Commission was called to order at 12:19 p.m. on the above date via teleconference with the following commissioners, staff, and guests present:

Chair Jason Anderson; Commissioners Daniel Bunn, John Dailey, Michael Smith, and Bob Strosser

General Manager Brad Taylor; Executive Administrative Coordinator Yvette Finstad; Finance & Administration Director Tessa DeLine; Information Technology Manager Kris Stitt; Human Resources Manager Tanya Haakinson; Water Maintenance Supervisor Lester McFall; Water Treatment & Quality Director Ben Klayman; Engineering Supervisor Brian Runyen; Senior Engineer Rachel Lanigan

Guest(s): Attorney Mark Bartholomew; Medford Council Liaison Tim D'Alessandro; City of Central Point Councilor Tanea West Browning

## **2. Comments from the Audience**

None.

## **3. Consent Calendar**

- 3.1 Approval or Correction of the Minutes of the Last Regular Meeting of August 4, 2021
- 3.2 Resolution No. 1782, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract with Don Hamann, Inc. for the Big Butte Springs Logging Services – Big Butte Springs Timber Sale Project
- 3.3 Resolution No. 1783, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract with RH2 Engineering, Inc. for Engineering Services Related to the Distribution System Resilient Backbone Project
- 3.4 Resolution No. 1784, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract Amendment in the Amount of \$1,900 with Cascade Charter Company, LLC for Property Appraisal Services Related to the Distribution System Resilient Backbone Project

***Motion: Approve the Consent Calendar.***

***Moved by: Mr. Dailey      Seconded by: Mr. Strosser***

***Roll Call: Commissioners Anderson, Bunn, Dailey, Smith, and Strosser voting yes.***

***Motion carried and so ordered.***

## **4. Items Removed from Consent Calendar**

None.

## **5. Review of Vouchers**

The vouchers were circulated to board members prior to the meeting; there is an older invoice on the list that staff is awaiting details on. Commissioner Dailey requested more information about payments to Bill's Glass Service for the BBS house front door glass, and a generator permit for Pierce Heights. McFall stated that the front door glass at the BBS house had been broken; staff will look into the generator permit.

## **6. Management Reports**

- Water Maintenance Supervisor Lester McFall – Biddle Road 18" main break occurred at 2:30 a.m. on Wednesday, August 11th, causing extensive road damage to the southbound lanes of Biddle Road. No customers were impacted as a result of the

shutdown. Southbound lanes were closed between Stevens Street and Jackson Street so that the break could be excavated; northbound lanes were eventually closed as well to facilitate access and protect crew safety. Following the completion of repairs and receipt of water samples, the main was put back in service Friday morning.

- IT Manager Kris Stitt and Water Treatment & Quality Director Ben Klayman – An update was provided on the Point of Entry Building, a new compliance-monitoring building constructed as a result of a recent state sanitary survey. It is located a few miles down from the Springs, and utilizes a fiber internet connection to send data back to the Duff SCADA system. This location will track the chlorine, pH, and turbidity levels of the water as it heads toward town, and replaces the Coalmine facility for compliance monitoring, although the Coalmine site will be used for internal monitoring purposes.
- Water Treatment & Quality Director Ben Klayman shared information on the treatment processes at the Duff Water Treatment Plant, chemical summary, and cost. Our costs for chemicals have increased over the last few years due to increases in fuel/transport costs, disruption in chemical supply, and worker shortages. Plant operators optimize chemical usage to meet treatment guidelines while keeping costs down.
- Human Resources Manager Tanya Haakinson
  - A new OR-OSHA Temp Rule regarding wildfire smoke is triggered by Air Quality Index levels. 101: Employee training for specific outside workgroups on items such as symptoms of wildfire smoke, employee rights, and reporting exposures. 201: Engineering/Administrative Controls are added, such as air conditioning in vehicles and filtering facepiece respirators (N95s). 501: Potential ½-mask respirators.
  - Current Workforce Issues – Due to illness and/or COVID-related absences, Service Center and Duff have limited staffing. The goal is to perform necessary operational tasks first and prioritize other duties until workforce is at normal capacity. There have been two COVID positive cases at Duff and one positive case at Service Center.

Commissioner Dailey asked what our vaccination rate is; staff will verify that an aggregate number can be released without violating privacy laws. Commissioner Bunn remarked that we may need to consider requiring vaccination based on this number.

- General Manager Brad Taylor provided an update on the status of the emergency surplus water contracts. All three golf courses are using some amount of water at this point: RVCC 300k-500k, Steward Meadows 80k-250k, and Quail Point 500k.

Commissioner Anderson questioned approximately how much 500k gallons cost; per Taylor, it is just under \$2 per thousand. There are no historical arrangements of this nature with other parties, and our contracts with Partner Cities restrict resale of water. We have no knowledge that any of them have any contracts of this nature. Following a preliminary check by our consultant, staff feels confident the rate reflects the cost of our water; Commissioner Bunn wants to be sure we are not materially impacting our other customers.

## **7. Propositions and Remarks from the Commissioners**

Commissioner Anderson asked if the fire at Willow Lake had been contained. It has been, responded Taylor, and there are no other fires affecting our watershed at this time.

## **8. Adjourn**

There being no further business, this Commission meeting adjourned at 1:01 p.m. The proceedings of the Medford Water Commission meeting were recorded and are on file along with the complete agenda of this meeting.