

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

January 19, 2011

The regular meeting of the Medford Water Commission was called to order at 12:00 p.m. on the above date at Medford City Hall Lausmann Annex, Room 151/157.

The following commissioners and staff were present:

Chair Leigh Johnson; Commissioners Jason Anderson, Cathie Davis, Don Skundrick

Manager Larry Rains; Deputy City Recorder Karen Spoons; Administrative Coordinator Betsy Martin; Principal Engineer Eric Johnson; Water Quality Superintendent Bob Noelle; Operations Superintendent Ken Johnson; Public Information Coordinator Laura Hodnett

Guests: Medford Councilmembers Bob Strosser and Jim Kuntz; Medford City Attorney John Huttli; Medford Mayor Gary Wheeler; Central Point Mayor and Board Liaison Hank Williams; Central Point Councilmember Carol Fischer; Central Point City Manager Phil Messina; Central Point Assistant City Manager Chris Clayton; Eagle Point Mayor and Board Liaison Bob Russell; Eagle Point Council President Alan Currison; Eagle Point City Administrator David Hussell; Eagle Point Attorney Joe Kellerman; Eagle Point Public Works Director Robert Miller; Jacksonville Acting Interim City Administrator and Public Works Director Jeff Alvis; Jacksonville Councilmember Donna Schatz; Phoenix Mayor Carlos DeBritto; Phoenix Council Liaison Stan Bartell; Talent City Manager Jay Henry; Public Works Management Representative Joe Strahl and Chris Peters; Steve Dickson

Commissioner Tom Hall was absent.

2. Executive Session in accordance with ORS 192.660(2)(e) – Real Property Transactions

The Board adjourned to executive session at 12:02 p.m.

The Board reconvened at 12:12 p.m. with same members present.

3. Approval or Correction of the Minutes of the Regular Meeting of January 5, 2011

The minutes were approved as presented.

4. Comments from Audience

- 4.1 Commissioner Johnson noted those in the audience who were in attendance for the study session to be held after the MWC Board meeting.

5. Written Communications

5.1 Letter from Board Member Don Skundrick

Commissioner Skundrick submitted to staff a copy of his letter of resignation from the board. Mayor Wheeler will be appointing a new board member to fill the unexpired term; Skundrick has served on the board for three years. The Board discussed Skundrick's resignation letter and whether he could continue to serve until his successor was appointed. City Attorney Huttli gave his opinion that Mr. Skundrick's letter did not have an effective resignation date and that the Medford Charter states that board members serve until their successors are appointed by the Mayor and confirmed by city council, therefore Skundrick can serve until his successor is appointed.

- 5.2 A letter was received from Bear Creek Watershed Council pertaining to the MWC penalty issued by the Department of Environmental Quality regarding the chlorine release into Lone Pine Creek. Their letter stated that if a penalty is issued, there is an option that may put the outcome in a more positive light by undertaking a "Supplemental Environmental Project". Manager Rains noted that this is a little early as we have not had the appeal yet; this is just for information only.

6. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$1,920,288.46.

Moved by: Mr. Skundrick

Seconded by: Ms. Davis

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

Motion carried and so ordered.

7. Engineer's Report

- 7.1 Duff Operation Seismic Upgrade and Remodel – The exterior demolition is underway. The caissons are being constructed for the seismic upgrade. Interior walls are being prepared for the thickening of the walls. This project is moving ahead at full force.
- 7.2 Duff Reservoir Seismic Upgrade – Marquess is proceeding with the preliminary design phase.
- 7.3 Control Station Upgrades – MWC has received the executed contracts from Ausland Builders, Inc. and will issue the "Notice to Proceed". A preconstruction meeting will be scheduled in the near future.
- 7.4 Avenue G 48" Transmission Main – Staff, Thornton Engineering, Jackson County and ODOT are all working together to final the plan. Thornton Engineering is also working on the project specifications.
- 7.5 11th Street 36" Water Transmission Main – The 36" water main construction is proceeding northerly in 11th Street and will continue for the next month. A resolution for this project will be under Manager Reports.
- 7.6 Martin Control Station – MWC has coordinated with ODOT and is waiting a response.
- 7.7 Rogue Rover Intake Project – Black & Veatch and MWC were recognized by the ACEC Oregon – American Council of Engineering Companies of Oregon with an "Engineering Excellence Honor Award" for engineering excellence in Oregon.

8. Water Quality Report

- 8.1 The High Service Pump #3 Project start-up testing is scheduled for February 3 and 4.
- 8.2 At the last meeting staff reported about a national study that found chromium-6 in numerous community water supplies. The USEPA has since issued recommendations for enhanced monitoring for hexavalent chromium in drinking water. The guidance outlines suggested sampling locations and frequency, and would include a minimum of 24 samples. If MWC were to elect to proceed with the investigative testing, which staff recommends, the cost would be about \$5,000 of which there is money in the current budget. Staff will proceed unless they hear otherwise.
- 8.3 The Federal Health and Human Services Department has officially issued the recommendation that community water systems adjust their water fluoride content to 0.7 mg/L. This is a major issue nationally because so many water systems add supplemental fluoride especially in the Midwest. The USEPA will likely propose lowering the maximum containment level in the near future.
- 8.4 The water quality staff has various projects going on throughout the year; the Willow Lake and Rogue River algae monitoring will be a significant issue; should see a monitoring proposal for those water sources.

9. Finance Report

- 9.1 Manager Rains stated that Finance Administrator Tessa DeLine is out of the office; calendar year end financials should be finished shortly.

10. Operations Report

- 10.1 Hillcrest 2 Reservoir has been completed; a neighbor allowed us to use their power and was also our eyes while the project was in construction.
- 10.2 The Angelcrest Pump Station should be complete in about two months; when the road was originally built it was common to put in pipes closer to the surface therefore the contractor ran into all types of pipes on this project.
- 10.3 The Waterworks bid opening was yesterday; the bid came in right around \$40,000 and is within the manager's signing authority.

11. Manager/Other Staff Reports

- 11.1 No. 1431, A RESOLUTION Authorizing the Manager to Pay Fees and Execute Occupancy License and Occupancy/Access Agreements on Behalf of the Board of Water Commissioners, with Central Oregon & Pacific Railroad, Inc., for Construction of a 36-Inch Underground Water Line Crossing Railroad Property at 11th Street, White City, Oregon

The Medford Water Commission and Jackson County Urban Renewal Agency entered into an Intergovernmental Agreement for the 11th Street Waterline Project on June 9, 2010. The 36-inch water transmission main in 11th Street crosses under the existing railroad tracks and through the railroad right of way. The Central Oregon & Pacific Railroad, Inc. requires agreements with MWC to allow construction of the aforementioned water main under the railroad tracks and for occupancy of the water main in the railroad right of way.

Motion: Approve Resolution No. 1431

Moved by: Mr. Skundrick

Seconded by: Ms. Davis

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

Motion carried and so ordered. Resolution No. 1431 was approved.

- 11.2 At the last council meeting Mayor Wheeler appointed Leigh Johnson to the Medford Water Commission with a term ending January 31, 2016.
- 11.3 The Board Goals Session is scheduled for Wednesday, February 9 at 11:30 a.m. but staff would like to move it to February 2 and move the Cross Connection Program study session planned for that date. The Board agreed.
- 11.4 The Board was reminded to attend the annual Boards and Commissions luncheon on January 28 and to call in for reservation.
- 11.5 Staff required a motion pertaining to the Executive Session to negotiate real property transactions.

Motion: Accept counteroffer pertaining to property mentioned in executive session with the stipulation that the sale was contingent upon approval for mitigation land.

Moved by: Mr. Anderson

Seconded by: Ms. Davis

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

Motion carried and so ordered.

12. Propositions and Remarks from the Commissioners

12.1 Commissioner Skundrick noted that on the Usage Report there is a homeowner on a fixed income that is having difficulty repairing the leak; he questioned if there is anything in place to help those who can't afford to repair leaks. Manager Rains stated that there is no program for this but we do have the \$9,000 that is given to three agencies for assistance in paying their water bills. Mr. Skundrick questioned if this has ever been discussed; Mr. Rains stated it has not. Commissioner Johnson commented that we might have someone help identify where the leak is. Mr. Rains noted that we do offer our expertise as to their property but there is a fine line due to liability. Public Information Coordinator Hodnett tries to give suggestions; there is a desire to set up a revolving type fund which is on the radar screen but staff can't implement with the current software system.

12.2 Commissioner Johnson questioned if we could start the study session early; City Attorney Huttli noted that there can be discussion between those who are here but staff would need to bring those up to speed who arrive later; the other option would be that we could wait and have those in attendance come back later. It was agreed to start the study session early.

13. Adjourn

There being no further business, this Commission meeting adjourned at 12:34 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.

Karen M. Spoonts, MMC
Deputy City Recorder
Clerk of the Commission