

Minutes of the Regular Meeting of the Medford Water Commission
September 17, 2014

The regular meeting of the Medford Water Commission was called to order at 12:34 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, Lee Fortier

Manager Larry Rains; Deputy City Attorney Lori Cooper (*arrived as noted); City Recorder Glenda Wilson; Administrative Coordinator Betsy Martin; Principal Engineer Eric Johnson; Public Information Coordinator Laura Hodnett; Water Quality Director Rosie Pindilli; Operations Superintendent Ken Johnson; Finance Administrator Tessa DeLine.

Guests: Medford Councilmembers Bob Strosser and Chris Corcoran; Central Point Mayor and Liaison Hank Williams; Central Point City Administrator Chris Clayton

The pledge of allegiance was given.

3. Approval or Correction of the Minutes of the Last Regular Meeting of September 3, 2014
The minutes were approved as presented.

4. Comments from the Audience
None

5. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$705,984.69.

Moved by: Mr. Dailey

Seconded by: Mr. Johnson

Roll Call: Commissioners Anderson, Dailey, Davis, Fortier and Johnson voting yes; Anderson recused himself from vouchers for Asante and Pipe Plumbing and Fortier recused himself from vouchers for Rogue Disposal and Rogue Transfer. Motion carried and so ordered.

6. Engineer's Report (Principal Engineer Eric Johnson)

- 6.1 Duff Water Treatment Plant Floc/Sed Basins: Black and Veatch are currently incorporating the 90% review comments into the plans. Staff is finishing the review of the 90% specification and will be returning comments to Black and Veatch next week.
- 6.2 Duff Water Treatment Plant Raw Water Intake Pumps 1 & 2: The equipment submittals continue to be reviewed and will continue for a while longer. Pacific Electrical Contractors has obtained the permits and started work at the intake MCC building. The HVAC system has been installed and the MCC is being reconfigured.
- 6.3 Vilas Road 16" Water Main Inter-tie: Staff is finishing the review of the 90% plans and will be returning the comments to Marquess next week.
- 6.4 Avenue H 12" Water Main Replacement: Marquess is obtaining utility data and beginning the preliminary layout of the water main.
- 6.5 Repairs are being made at Willow Lake Dam to address slides from last winter and it is anticipated the repairs will be done this week.

7. Water Quality Report (Water Quality Director Rosie Pindilli)

- 7.1 The State has changed their mind on the proposed relocation of entry point monitoring for Big Butte Springs.
- 7.2 Work with CH2M Hill on modeling to address chlorination at Coal Mine pump station is underway. It was suggested to hold a study session on the impact areas once this study is completed.

*Deputy City Attorney Lori Cooper arrived.

8. Finance Report (Finance Administrator Tessa DeLine)
 - 8.1 The work order billing issue has been resolved. Work is continuing to address the inventory in the software system.
 - 8.2 Ms. DeLine has requested to move the Annual Audit presentation until October 20th to provide time to address issues from impact of software problems.
 9. Operations Report (Operations Superintendent Ken Johnson)
 - 9.1 Vaccon truck has been sold for \$25,001.
 - 9.2 The replacement of the insertion mag meters at Coal Mine Station is anticipated to interrupt service from Big Butte Springs for up to 24 hours. The Duff plant will meet all water needs while the pipeline is out of service.
 10. Manager/Other Staff Reports
 - 10.1 Mr. Rains noted he had attended the Ashland TAP connection ribbon cutting last Friday.
 - 10.2 Mr. Johnson spoke to the administrative report for Central Point and their plan to move forward with a feasibility study on providing water for their community. He commended the City of Central Point for this and requested that they keep the Water Commission informed of their plans as this can affect how the Water Commission plans future expansion needs. City Manager Chris Clayton affirmed they would keep the Water Commission informed as information is brought forward.
 11. Executive Session in Accordance with ORS 192.660(2)(f) – To Consider Information or Records That are Exempt by Law from Public Inspection
- The Board adjourned to executive session at 1:02 p.m.
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- The Board reconvene at 1:56 p.m. with same persons present.
12. Propositions and Remarks from the Commissioners
 - 12.1 Mr. Dailey requested that staff move forward and make changes to the generic contract for the outside cities. He recommended this be brought back to the Commission in a public hearing at a November meeting. Commissioners concurred.
 13. Adjourn
- There being no further business, this Commission meeting adjourned at 1:59 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.

Glenda Wilson
City Recorder