

Minutes of the Medford Water Commission  
October 6, 2010

The regular meeting of the Medford Water Commission was called to order at 12:25 p.m. in Room 151 of the Lausmann Annex with the following members and staff present.

Commissioners Cathie Davis, Don Skundrick, Jason Anderson and Leigh Johnson.

Commissioner Tom Hall was absent.

Manager Larry Rains; City Recorder Glenda Wilson; Administrative Coordinator Betsy Martin; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Geologist Bob Jones; Water Quality Superintendent Bob Noelle; Operations Superintendent Ken Johnson.

Guests: City of Medford Councilmember Bob Strosser; City of Medford Mayor Gary Wheeler; Central Point Councilmember Kay Harrison; Eagle Point Mayor Leon Sherman

2. Approval or Correction of the Minutes of the Last Regular Meeting of September 15, 2010  
There being no corrections or amendments the minutes were approved as presented.
3. Comments from Audience
  - 3.1 Mayor Wheeler addressed the commission and noted he has been kept in the loop regarding discussions pertaining to the Water Wise Committee and he hoped that direction from the Commission would be forthcoming. He remarked that the input from the Commission regarding the duties and goals desired is important so that this group can begin to move forward with their work. He noted that the Council is looking for codification that can assist the Planning Commission and City staff in helping to move conservation efforts forward to further the preservation of the water resource.  
  
Councilmember Strosser addressed the board and noted it would be helpful for commission consensus to be forwarded to the council.  
  
Mr. Johnson noted that the Water Commission is not in favor of disbanding the committee and have received input from all commission members in a memo today which they will be addressing. Commission members felt that this needs to be done when all commission members are present and suggested scheduling this for next meeting study session time scheduled to start at 11:30 a.m.
  - 3.2 Eagle Point Mayor Leon Sherman noted that the City of Eagle Point has hired a new Police Chief.
  - 3.3 Central Point Councilmember Kay Harrison addressed the commission and thanked them for their ongoing support of the Water Wise Committee.
4. Written Communications
  - 4.1 E-mail Notice from the U.S. Army Corps of Engineers  
  
An e-mail was received from Jim Buck, Rogue Basin Operations Project Manager of the U.S. Army Corps of Engineers. A recent assessment of the Lost Creek Lake spillway gates indicated that they need strengthening in order to be fully operational. This will necessitate a wintertime restriction of the lake level, 12 feet below full, over the next several years until the gates are repaired. This interim risk reduction measure should not impact supplies or operations of the Water Commission.

5. Resolutions

- 5.1 No. 1421, A RESOLUTION Awarding and Authorizing the Manager to Execute a Contract in the Amount of \$1,568,000.00, with Ausland Builders, Inc., for the Remodel and Seismic Retrofit at the Robert A. Duff Water Treatment Plant Project

Manager Rains provided a staff report and noted that four bids were received for this construction project; Ausland Builders, Inc. was low responsive, responsible bidder. A Notice of Intent to Award was issued on September 22nd; no protests were received from the other bidders. Staff recommends approval.

Motion: Adopt the resolution.

Moved by: Ms. Davis

Seconded by: Mr. Anderson

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

Motion carried and so ordered. Resolution No. 1421 was approved.

6. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$605,871.47.

Commissioner Johnson recused from authorization on Convergent Securities; Commissioner Skundrick recused from authorization on Knife River and Commissioner Anderson recused from authorization on Knife River, Mail Tribune and C&C.

Moved by: Mr. Skundrick

Seconded by: Ms. Davis

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

Motion carried and so ordered.

Mr. Rains noted that the authorization for payment of Knife River will need to come back for a third yes vote at the next meeting.

7. Engineer's Report

Staff has received a letter from Anderson Engineering on behalf of Eagle Point VA Cemetery requesting additional water service. Eagle Point VA Cemetery is currently being served from BBS #1 via a 2" water meter. Since additional water services are no longer being granted from the BBS lines, Eagle Point VA Cemetery has requested additional water service from the City of Eagle Point. The City of Eagle Point can provide water service to Eagle Point VA Cemetery, however Eagle Point VA Cemetery lies outside of the City's incorporated boundary. Therefore Eagle Point VA Cemetery is requesting MWC to allow the City of Eagle Point to service the Eagle Point VA Cemetery outside of the current City limits pursuant to Resolution 1058. Resolution 1058 allows MWC to grant services to federal agencies outside of city incorporated boundaries. A motion by the Board is required to allow the City of Eagle Point to serve water to the Eagle Point VA Cemetery.

Motion: Allow the City of Eagle Point to serve water to the Eagle Point VA Cemetery.

Moved by: Ms. Davis

Seconded by: Mr. Skundrick

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

Motion carried and so ordered.

8. Water Quality Report  
Held till next meeting

9. Finance Report

Held till next meeting

10. Operations Report

Mr. Johnson reported on an issue in the Brownsboro service area. He noted that there are two residential customers that need water line improvements. Previously the Commission has maintained the water line but now that it needs improved to commission standards; the line would be maintained by the property owners. One of the two property owners does not want to be responsible for ongoing maintenance of the new line. The Commission needs to bring the line up to standards as there is a leak that could create a backflow issue. The City Attorney has been consulted and noted that the property owner has always had the responsibility for maintenance and the legal recommendation is to move forward with the improvement.

11. Manager/Other Staff Reports

a. Mr. Rains reported meeting with two cities to discuss water rate increase and the rate of return calculation that is utilized. It is anticipated that the Cities will be requesting that the commission change the rate of return. This change would impact work being done by the manager and he would like to have this discussed and direction given to him at the next meeting. Commission members requested information regarding this issue be sent out ahead of the meeting so they have time to review.

b. Mr. Rains reported that the Certificate of Membership from the American Water Works Association has been received. He spoke to the importance of this membership and the amount of information that this association provides.

c. Mr. Rains noted that the Water Rights Meeting has been scheduled for October 14 at 1:30 p.m. in Room 151 of the Lausmann Annex and that all cities have been invited.

12. Propositions and Remarks from the Commissioners

a. Commissioner Skundrick noted that the tour for the natural resource impact study was outstanding and Bob Jones and Dennis Burg did great job.

13. Executive Session In Accordance with ORS 192.660(2)(e) – Real Property Transactions

The Commission meeting adjourned to executive session at 1:01 p.m.

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The Commission meeting reconvened at 1:06 p.m. with Commissioners Davis, Anderson and Skundrick present.

Motion: Finalize an offer with Oregon Department of Transportation for an amount not to exceed \$200,000 for real property abutting 3097 Crater Lake Avenue.

Moved by: Mr. Anderson

Seconded by: Mr. Skundrick

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

Motion carried and so ordered

14. Adjourn

There being no further business, this Commission meeting adjourned at 1:07 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.

City Recorder