

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

November 7, 2012

The regular meeting of the Medford Water Commission was called to order at 1:06 p.m. in the Lausmann Annex Conference Room, 200 S. Ivy Street, Medford with the following members and staff present.

Commissioners Cathie Davis, John Dailey, Lee Fortier, Leigh Johnson

Commissioner Jason Anderson was absent.

Manager Larry Rains; Medford City Attorney John Huttli; City Recorder Glenda Wilson; Administrative Coordinator Betsy Martin; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Public Information Coordinator Laura Hodnett; Geologist Bob Jones; Operations Superintendent Ken Johnson; Duff/WTP Supervisor Jim Stockton

Guests: Medford Councilmembers Bob Strosser and Greg Jones; Ashland Associate Engineer Pieter Smeenk; Mike Fraught – Ashland; Central Point Mayor Hank Williams; Central Point Assistant City Manager Chris Clayton

2. Approval or Correction of the Minutes of the Last Regular Meeting of October 17, 2012
There being no corrections or amendments, the minutes were approved as presented.
3. Comments from the Audience
 - 3.1 Brad Martinkovich addressed the Commissioners and requested that the pledge of allegiance be recited at Water Commission meetings.
4. Resolutions
 - 4.1 No. 1503, A RESOLUTION Authorizing the Distribution of a Water Conservation Assistance Grant in the Amount of \$10,000.00 in the 2012-13 Fiscal Year to Complete Landscaping and Irrigation within the Parkway Adjacent to Phase I of the New Oregon Hills Park

Staff presented information that in June 2012, MWC approved a grant to the City of Medford to assist in the design, site preparation, materials purchase and installation of some initial components within in the parkway adjacent to Phase I of the new Oregon Hills Park. It was recognized at that time that the City would be requesting further funding to complete this project in the 2012-13 fiscal year. This project involves extending the park's sustainability theme into the adjacent parkway. It provides an opportunity to demonstrate aesthetic water-saving designs for park strips between the street and sidewalk, an area often associated with significant water waste, while also helping reinforce suggested revisions to city landscape standards aimed at enhancing our landscapes while conserving water. The nearby East McAndrews Road bike path and walking route are extensively utilized by local residents, so should further the viewing opportunities by community members. Projects such as this, which directly focus on improved efficiency of landscape water usage, are designated as highest priority for conservation grants. MWC staff therefore recommends approval of this grant request.

Motion: Adopt the resolution.

Moved by: Mr. Dailey

Seconded by: Mr. Johnson

Roll Call: Commissioners Dailey, Davis, Fortier and Johnson voting yes.

Motion carried and so ordered. Resolution No. 1503 was approved.

5. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$3,578,726.95.

Moved by: Mr. Johnson

Seconded by: Mr. Fortier

Roll Call: Commissioners Johnson, Fortier, Davis and Dailey voting yes; Fortier recused himself from the Rogue Disposal and Transfer vouchers.

Motion carried and so ordered.

6. Engineer's Report (E. Johnson)

6.1 Duff Water Treatment Plant:

- a. Duff Floc/Sed Basins: The project is under way with preliminary design and on going water quality testing.
- b. Emergency Backwash:
CH2MHill is working toward completion of the plans and specification. The 100% ~~plans~~ and specifications are due November 12th. The 98% plans and specification are being presented to the Board today. The project will be advertised on Friday the 16th with plans bid documents available on the 19th. A bid opening is scheduled on the 18th of December.
- c. Martin Control Station:
The bid opening was held yesterday. There were four bid: Ausland Builders with bid of \$1,461,250.00, Batzer Construction with a bid of \$1,496,800.00, Laskey-Clifton with a bid of \$1,466,050.0, Slayden Construction with a bid of \$1,214,250.00. Slayden Construction is the apparent low bidder. A notice of intent to award will be issue to Slayden Construction tomorrow. Staff will bring the contract to the November 21st Board meeting for award. The FY 2012-2013 budget for this project is \$1,200,000.00.
- d. Capital Hill Reservoir #3:
The roof joint repair project is complete.

7. Water Treatment Report (Stockton)

Staff reported that the last operation day was October 17th and the facility is being prepared for winter. A total of 2.13 million gallons were produced during the summer season.

8. Finance Report (DeLine)

Staff reported that the work to implement the new billing software is continuing as well as normal activities. The first investment of \$3,000,000 in bonds was made last week with an annual yield of .75%.

9. Operations Report (K. Johnson)

Staff reported that the fire hydrant painting project has been moving along with approximately 60% completed. Stanford Reservoir was inspected by Liquidvision who dove in the tank to inspect and clean versus emptying the tank. This was the first time this has been done and may be utilized in the future. The report was that the tank is in good condition and the water was very clean. The Stanford Fence project is moving forward with bids due tomorrow. Service crews are working on Barnett by Jack in the Box to repair a leak that is in the center median. Staff is evaluating the flows in anticipating of moving to a half pipe status.

10. Manager/Other Staff Reports

10.1 Mr. Rains noted that this is the first time that the Water Commission has utilized Liquidvision and may do this in future as it is likely more economical.

- 10.2 Mr. Rains addressed the utility billing issue as presented in the study session issue and requested Board direction regarding keeping the Water Commission billing in-house. City Attorney John Huttl spoke to the Medford Charter and that the language states that the City Treasurer is an ex-officio of the Water Commission and this would allow the City to do the billing for the Water Commission.

Mr. Dailey noted he would like to wait to make decision and see what outcome from staff meeting occurs. Commissioners concurred with Mr. Dailey. Mr. Rains noted he will arrange a meeting with City staff to address concerns and needs.

City Attorney Huttl noted that a joint study session on November 29th with the Council and Water Commissioners would be an option to allow continued conversation regarding this issue.

11. Propositions and Remarks from the Commissioners
Ms. Davis questioned the Commissioners regarding the request from Mr. Martinkovich pertaining to the pledge of allegiance. Commissioners concurred to begin doing this at the next meeting.
12. Adjourn
There being no further business, this Commission meeting adjourned at 1:25 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