



The regular meeting of the Medford Water Commission was called to order at 12:15 p.m. on the above date via teleconference with the following commissioners, staff, and guests present:

Chair Jason Anderson; Commissioners Daniel Bunn, Michael Smith, and Bob Strosser. Commissioner John Dailey was absent.

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 Meter & Controls Supervisor Ken Johnson; Water Maintenance Supervisor Lester McFall; Water Treatment & Quality Director Ben Klayman; Engineering Supervisor Brian Runyen

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

2. Comments from the Audience

None.

3. Consent Calendar

- 3.1 Approval or Correction of the Minutes of the Last Regular Meeting of September 1, 2021
- 3.2 Resolution No. 1786, A RESOLUTION Authorizing an Exemption from Competitive Solicitation and Awarding a Contract to Advanced Utility Systems to Upgrade Medford Water Commission's Customer Service Website
- 3.3 Resolution No. 1787, A RESOLUTION Awarding and Authorizing the General Manager to Execute Log Purchase Agreements for the Big Butte Springs Timber Harvest on Big Butte Springs Watershed
- 3.4 Waiver of System Development Charges for Temporary Emergency Accommodations at 102 S. Pacific Highway to Assist with Wildfire Recovery

Motion: Approve the Consent Calendar with removal of Item 3.5.

Moved by: Mr. Bunn Seconded by: Mr. Smith

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

Motion carried and so ordered.

4. Items Removed from Consent Calendar

- 3.5 Quarterly Letter to Mayor and Council

Taylor requested removal of Item 3.5; the June financial statements that accompany the quarterly letter are being finalized, and the letter will be placed on the October 6 agenda.

5. Review of Vouchers

The vouchers were circulated to board members prior to the meeting; there were no questions.

6. Management Reports

- Finance & Administration Director Tessa DeLine – Due to several complaints regarding the use of hydrant devices, an update to the device application has been made. Terms of device usage include that water shall be used at the location specified on the

application and shall not be transported out of service area, the use of water is for construction purposes only, and that resale of water is strictly prohibited. A \$1,200 deposit is required for all new customers; usage is \$40 for the first day, and \$10 for each day thereafter.

Special circumstances, such as a contractor needing water for more than 90 days, would be handled on a case-by-case basis. Taylor will share this procedure with our Partner Cities to harmonize our policies with them.

- Water Treatment & Quality Director Ben Klayman – The first ever Source Water Protection Week will be held September 26-October 2. Medford Water participates in many source water protection activities including outreach and education events (such as Festival on the Rogue, Heart of the Rogue, and Celebrate the Rogue; many of these are virtual this year), land management/restoration through implementation of the Forest Management Plan and other projects, planning and collaboration with many partners (Rogue Drinking Water Providers, Rogue Valley Council of Governments, Rogue River Watershed Council, and Jackson Soil and Water Conservation District), and enhanced water quality monitoring. A Source Water Protection Plan is under development. A video made for the Festival on the Rogue event was shared.

Commissioner Anderson and Klayman discussed number of million gallons per day coming from BBS and the Duff plant: BBS is currently running at pipe-and-a-half, bringing in about 19 MGD (both pipes would bring approximately 24 to 25 MGD according to recent modeling data). We are awaiting approval from OHA to update the 45 MGD number from Duff to 48 MGD, and 65 MGD will be around the corner in 2027-28. Staff has put a lot of emphasis into working collaboratively within our region and with partner cities; our intention is to lead the way to solutions for broader resource issues as a regional water provider.

- General Manager Brad Taylor – Upcoming board activities: Rules and Regulations will be covered at the October 6 meeting; a discussion around the Bulk Water Sales Policy will take place at the October 20 meeting. Cost of Service Study work will be discussed in November. City Council will hear an ordinance related to our Bond Declaration and the WIFIA process around the first week of October as well; approval will allow us to move forward, and following a 60-day period, we would be able to close on a WIFIA loan in January or February.

7. Propositions and Remarks from the Commissioners

Commissioner Anderson addressed a letter he and Commissioner Strosser received from Gary Lemhouse representing KDA Homes. It asked the Board to reconsider the policy of SDC fees being deferred to the time of issuance of the building permit, in favor of further deferment. Runyen noted that this is directly related to information presented at the last two study sessions. Staff agrees with the direction that the Board has given in terms of this process and what makes sense from an administrative and efficiency standpoint unless commissioners would like to direct differently. Commissioner Anderson directed staff to circulate the email to the other commissioners, and if there are questions, the issue can be discussed further at a later time.

8. Adjourn

There being no further business, this Commission meeting adjourned at 12:43 p.m. The proceedings of the Medford Water Commission meeting were recorded and are on file along with the complete agenda of this meeting.