

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION
March 19, 2014

The pledge of allegiance was given.

The regular meeting of the Medford Water Commission was called to order at 12:27 p.m. on the above date at the Robert A. Duff Water Treatment Plant, 8301 Table Rock Road, White City, Oregon with the following commissioners and staff present:

Chair Jason Anderson; Commissioners John Dailey, Cathie Davis, Lee Fortier, Leigh Johnson

Manager Larry Rains; Attorney John Huttli; Deputy City Recorder Karen Spoons; Administrative Coordinator Betsy Martin; Principal Engineer Eric Johnson; Public Information Coordinator Laura Hodnett; Operations Superintendent Ken Johnson; Duff/WTP Supervisor Jim Stockton; Duff Water Treatment Plant Operator III Matt Severloh

Guests: City of Medford Councilmembers Bob Strosser; Ashland Public Works Director Mike Faught; Central Point Mayor & Liaison Hank Williams; Central Point City Manager Chris Clayton; Eagle Point Mayor & Liaison Bob Russell; Lynn Leissler of the Upper Rogue Independent

3. Approval or Correction of the Minutes of the Last Regular Meeting of March 5, 2014

The minutes were approved as presented.

4. Comments from Audience

- 4.1 Eagle Point Mayor & Liaison Bob Russell stated that he looks forward to hearing back from the MWC on behalf of his council.

5. Resolutions

- 5.1 Resolution No. 1540, A RESOLUTION Authorizing the Chair to Execute a System Development Charge Payment Agreement with the City of Ashland, Oregon

At the last board meeting, the board directed staff to proceed with the proposed System Development Charge (SDC) Payment Agreement with the City of Ashland, modifying the language to defer the initial SDC payment until the water service agreement is finalized. The SDC resolution was presented at the meeting.

Motion: Approve Resolution No. 1540

Moved by: Mr. Dailey

Seconded by: Mr. Johnson

Mr. Faught thanked Medford City Attorney Huttli for his assistance with the agreement and appreciated the MWC for moving this forward. Mr. Huttli noted that once the attorneys were able to talk the agreement moved rather quickly. Commissioner Johnson was pleased that we established the interest rate. Commissioner Anderson questioned what happens if there is a termination of the water service agreement; Mr. Huttli explained how the agreement could be terminated. Mr. Johnson noted that our past agreements have been ten years to recoup; Mr. Huttli explained the reasoning on government statute (minimum of ten, maximum of twenty).

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

Motion carried and so ordered. Resolution No. 1540 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 \$286,503.23

Moved by: Mr. Johnson

Seconded by: Mr. Dailey

Roll Call: Commissioners Anderson, Dailey, Davis, Fortier and Johnson voting yes; Anderson abstained from Asante Physician Partners voucher; Johnson abstained from the Stanley Convergent Security

Solutions voucher; Fortier abstained from Rogue Disposal and Rogue Shred vouchers. Motion carried and so ordered.

7. Engineer's Report (E. Johnson)

7.1 Duff Water Treatment Plant Duff Flocc/Sed Basins – Black and Veatch continue to work towards the completion of the 90% plans and specifications. Plans are due April 24.

7.2 Duff Water Treatment Plant Raw Water Intake Pumps 1 & 2 – CH2M Hill is currently incorporating the comments into the plans. The 100% plans and specifications are due late this month.

7.3 Martin Control Station – Tour of Martin Control Station by the Commissioners and liaisons is scheduled for April 2; time to be determined by the Commissioners.

The Commissioners agreed to meet there at 11:30 a.m.; Commissioner Johnson noted that he will miss the next meeting.

7.4 Angelcrest Pump Station – Triangle Pump & Equipment, Inc. has submitted pump submittal forms for review. Staff has reviewed the submittal and returned them for correction prior to ordering the pump.

7.5 Highway 62 Bypass Water Main Project – A pre-bid meeting was held at the Service Center on March 6. Currently there are seven bidders who are qualified to bid on the project. The bid opening is scheduled for March 25.

7.6 Vilas Road 16" Water Main Inter-tie – Neathamer Surveying is currently finishing the surveying through next week. Marquess and Associates continues to design the 16" water main.

8. Water Treatment Report (Stockton)

8.1 Duff/WTP Supervisor Stockton introduced Duff Water Treatment Plant Operator Severloh who was hired a year ago. Mr. Stockton presented an old photo of the Duff plant and stated that Mr. Severloh was instrumental in finding it.

8.2 Staff is almost ready to bring water into the plant.

8.3 Larry Griffith, a Water Quality Tech II employee, has resigned; the search is underway to replace him.

8.4 MWC won the Best Tasting Water in the subsection PNWS-AWWA for 2014. Our water will move on to the next competition which is scheduled in May.

9. Finance Report (DeLine)

None

10. Operations Report (K. Johnson)

10.1 Operations Superintendent Johnson thanked the Board for the vac-on and stated that staff is excited to use it.

10.2 Mr. Johnson has been working on the budget which should be ready at the end of the week.

10.3 The Willow Lake Dam maintenance will be done shortly. The City of Medford has a camera which will be used to TV the pipe under the dam.

11. Manager/Other Staff Reports

11.1 Staff Report on the Utility Management Software Upgrade Project

TS Coordinator Kris Stitt was working with the consultants and unable to attend.

12. 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 12:48 p.m.

The Board reconvened at 1:27 p.m. with the same members present.

13. Propositions and Remarks from the Commissioners

13.1 Mr. Anderson provided direction to Mr. HuttI to look at, within the next four weeks, the proposed water service agreement draft #1 comments received from the customer group entities as well as any comments from the Board and staff, prepare a correction draft #2 of the generic water service agreement incorporating acceptable changes received, prepare an outline or summary of why other suggested changes are not acceptable, and confidentially submit to the Board. If needed another Executive Session will be scheduled; a public meeting would then be held to review and move toward acceptance of a wholesale other water customer agreement form.

14. Adjourn

There being no further business, this Commission meeting adjourned at 1:30 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. Spoons, MMC
Deputy City Recorder/Clerk of the Commission