



BOARD OF WATER COMMISSIONERS MINUTES

Wednesday, June 19, 2019

**Butte Falls Community Hall – 1st/Ground Floor
555 Main Street, Butte Falls, Oregon 97522**

The regular meeting of the Medford Water Commission was called to order at 11:30 a.m. on the above date at the Butte Falls Community Hall, 555 Main Street, Butte Falls, Oregon with the following commissioners, staff, and guests present:

Chair John Dailey; Commissioners Jason Anderson, Daniel Bunn, Greg Jones; Commissioner Rick Whitlock was absent.

General Manager Brad Taylor; City Recorder Karen Spoons; Administrative Coordinator Yvette Finstad; Administrative Specialist Jenny Crenshaw; Principal Engineer Eric Johnson; Finance Director Tessa DeLine; Water Meter and Controls Supervisor Ken Johnson; Big Butte Springs Operator Dennis Burg; TS Administrator Kris Stitt; Watershed Administrator Craig Harper; Water Treatment & Quality Director Ben Klayman; Water Maintenance Supervisor Brian Davidson

Attorney Mark Bartholomew

3. Comments from the Audience

4. Consent Calendar

- 4.1 Approval or Correction of the Minutes of the Last Regular Meeting of June 5, 2019
- 4.2 Resolution No. 1710, A RESOLUTION Adopting and Authorizing the General Manager to Execute an Amended Investment Policy for the Board of Water Commissioners
- 4.3 Resolution No. 1711, A RESOLUTION Adopting Findings, Authorizing an Exemption from Competitive Solicitation and Awarding a Contract to Black & Veatch Corporation for Consulting Services for the Design and Construction of the Water Quality Improvement Project
- 4.4 Resolution No. 1712, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract with Don Hamann, Inc. for the West Lake Logging Services – Big Butte Springs Watershed Project
- 4.5 Resolution No. 1713, A RESOLUTION Authorizing the General Manager of the Medford Water Commission to Execute on Behalf of the Board of Water Commissioners a Payment to CityCounty Insurance Services (CIS) for Medford Water Commission's General Liability, Automotive, Property Damage and Cyber Liability Insurance Premium for Fiscal Year 2019-2020
- 4.6 Contract Amendment for Mason, Bruce & Girard, Inc. for Forest Management Services

Motion: Approve Consent Calendar

Moved by: Mr. Bunn

Seconded by: Mr. Anderson

Roll Call: Commissioners Anderson, Bunn, Dailey, and Jones voting yes.

Motion carried and so ordered.

5. Items Removed from Consent Calendar

6. Review of Vouchers

The board reviewed the vouchers; no questions were received.

7. General Manager's Report

7.1 General Manager Taylor was appreciative of the Board fitting this change of venue and tour into their schedule. The tour will present issues and challenges we are facing.

7.2 There will be a meeting with the Union on Thursday, June 27.

7.3 Four interviews will be held for the Human Resource Manager position. The position is still open.

7.4 Before the July 17 meeting, Mr. Taylor requested time with each Commissioner in preparation for the 10-year capital plan study session. He will send out potential meeting dates.

7.5 Commissioners in attendance stated they will be attending the July 3rd Board meeting.

8. Propositions and Remarks from the Commissioners

8.1 Commissioner Dailey reported on the American Waterworks Annual Convention he attended with Water Treatment & Quality Director Ben Klayman. He noted it was worthwhile and he focused on the Public Official Course which was quite lengthy.

Commissioner Dailey spoke about an issue at Mount Pleasant Waterworks, outside of Charleston, South Carolina, where they were accused of causing cancer to some of their customers. The testing was clean but it was an emotional situation. They are part of City government, so their council was involved as well. He took out of it you can't be prepared but you better be prepared.

Commissioner Dailey stated we should have a stronger outreach program, including for kids. Commissioner Anderson stated we used to give presentations to schools. Water Maintenance Supervisor Brian Davidson stated we are part of Public Works Day and visit one school a year. Commissioner Anderson stated he would like all schools involved every year. Commissioner Dailey noted Mount Pleasant Waterworks did their own interviews on Facebook, etc. so the citizens could see more than what the news put out. Commissioner Dailey requested a Public Information program.

Commissioner Jones stated there was a letter to the Mail Tribune Editor pertaining to raising the pH and why was that not taken to the vote of the people. Mr. Klayman noted that was the only complaint he has seen and they have not heard from anyone.

Commissioner Dailey remarked that AWWA also has an innovations program to produce a poster on what you are doing in your area. Our corrosion study was presented, which was excellent. Mr. Klayman noted ideas were shared with other utilities and many benefited from what we do.

Commissioner Dailey suggested condensed training from Dr. Fred; he has a book that Commissioner Dailey recommend everyone read.

Mr. Taylor noted there is an AWWA Regional Conference the Board could attend; next year's annual conference is in Orlando.

Commissioner Dailey suggested condensed training from Dr. Fred.

- 8.2 Mr. Taylor noted he failed to mention there is a Utility Bill Comparison Graph at their places. Our water bill is low in comparison to other cities, but this shows how utility fees can impact household affordability. The graph does not take into account the tax component for those that are run by City government as some cities receive different allocations to run their government.

9. Adjourn

There being no further business, this Commission meeting adjourned at 11:55 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.

Karen M. Spoons, MMC
City Recorder
Clerk of the Commission