

## MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

November 5, 2014

The regular meeting of the Medford Water Commission was called to order at 12:18 p.m. on the above date at the Medford City Hall Lausmann Annex, Room 151/157 with the following commissioners and staff present:

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

Manager Larry Rains, Deputy City Attorney Lori Cooper; Deputy City Recorder Karen Spoons; Administrative Coordinator Betsy Martin; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Public Information Coordinator Laura Hodnett; Geologist Bob Jones; Water Quality Director Rosie Pindilli; Water Treatment Director Jim Stockton; Operations Superintendent Ken Johnson; TS Administrator Kris Stitt; Technical Services Tech II Carl Jamin

Guests: Medford Councilmember Bob Strosser; Ashland Associate Engineer Pieter Smeenk; Central Point City Manager Chris Clayton; Eagle Point City Administrator Henry Lawrence; Phoenix Mayor & Liaison Jeff Bellah; Dennis Schmader

Commissioner Cathie Davis was absent.

2. Pledge of Allegiance
3. Approval or Correction of the Minutes of the Regular Meeting of October 15, 2014  
The minutes were approved as presented.
4. Comments from Audience  
None at present
5. Resolutions
  - 5.1 No. 1559, A RESOLUTION Adopting Findings, Authorizing and Exemption from Competitive Bidding, and Awarding a Contract to Neilson Research Corporation (NRC) for Laboratory Analytical Services

The Commission is required to conduct a variety of chemical and microbiological testing for water quality compliance and investigative purposes. Analyses must be performed using approved methods and accredited laboratories. Neilson Research Corporation (NRC) is the only such laboratory in the Medford area and has successfully provided analytical services since 1981. The presence of a local, nationally-accredited environmental laboratory provides great benefits and results in substantial cost savings for the Commission. A letter outlining the proposed discount pricing for the next contract period was provided; no increases were proposed. The costs are included in the budget; MWC typically spends around \$60,000 per year. Public notice of the proposed exemption was posted on the Commission's website and at the offices of the Commission and the City of Medford; staff recommended approval.

Motion: Approve Resolution No. 1559

Moved by: Mr. Dailey

Seconded by: Mr. Fortier

Commissioner Dailey questioned who else NRC works for besides us; Water Quality Director Rosie Pindilli noted that anyone who needs a certified lab will use them; the next closest lab is in Grants Pass but Ms. Pindilli was not sure how much they can do.

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

Motion carried and so ordered. Resolution No. 1559 was approved.

Out of sequence

7. Engineer's Report (E. Johnson)

- 7.1 Duff Water Treatment Plant Floc/Sed Basins – Black & Veatch continue to incorporate the 90% review comments into the plans and specifications. The 98% plans and specifications are due the second week of December.
- 7.2 Duff Water Treatment Plant Raw Water Intake Pumps 1 & 2 – Pacific Electrical Contractors continue to install electrical equipment in the Motor Control Center building. Raw water pump #1 has been removed; raw water pump #2 has been installed in raw water pump #1 position. Raw water pump #2 position is awaiting the new pump. The estimated delivery date for the pump is March 2015. The variable frequency drive motors are scheduled for delivery in February 2015.
- 7.3 Duff Water Treatment Plant Filters 5-8 Valve Replacement – The 24" valves, 4" valves and 4" pressure reducing valves have been ordered and should be on site in about 12 weeks. Quotes are being received today to install all valves and related piping. Installation of the valves should occur in early February 2015.
- 7.4 Vilas Road 16" Water Main Inter-tie – Staff has finished the review of the 98% plans and returned them to Marquess. Marquess is incorporating the comments into the final plans. The final plans and specifications are due at the end of the month.
- 7.5 Avenue H 12" Water Main Replacement – Neathamer Surveying is performing a topographic survey on the route for the proposed 12" water main. The survey should be completed in the next two weeks. Once the survey is complete, Marquess will incorporate the survey into the design of the water main.

4. Comments from Audience (continued)

- 4.1 Dennis Schmader stated that he came to thank Councilmember Bob Strosser for his years of service; Councilmember Strosser stated that he has three more meetings before his term is up.

8. Water Quality Report (Water Treatment Director Jim Stockton)

- 8.1 October produced 51 million gallons; data shows the year 2011 was the low point; since 2011 it has been greater than an average of 10% over the previous year.
- 8.2 Staff appealed the OSHA violation pertaining to the skylight violation as guarding was in place although not OSHA compliant; OSHA agreed to cut the penalty in half which makes it \$1,225.
- 8.3 Staff has been putting the plant to rest for the winter. The ozone system will be next and should take a few weeks to complete that project.

Commissioner Anderson questioned what caused the 2011 decrease in usage; Water Treatment Director Jim Stockton was unsure but the Commissioners will be presented the latest graph in March. Public Information Coordinator Laura Hodnett stated that 2011 was a very wet spring/summer and was also during the recession.

9. Finance Report (Finance Administrator Tessa DeLine)

- 9.1 The annual audit field work has been done; a draft copy should be available later this week. Staff is working on questions from the auditors.

Mr. Anderson questioned when we would have our annual audit presentation; Finance Administrator Tessa DeLine commented that it would be December 17.

Commissioner Dailey questioned if the auditors did a lot of new tests; Ms. DeLine stated that they did not.

10. Operations Report (Operations Superintendent Ken Johnson)

- 10.1 The Derby Road anode bed has been completed; PP&L needs to attach a meter on the pole and then we can activate the anode bed.
- 10.2 The MWC was able to purchase a \$90,000 meter test bench for \$47,000 as an opportunity came up to purchase from the factory.
- 10.3 The scrap brass was advertised; one bid was received which was accepted by staff. Once weighed the bidder will issue a check.

Back in sequence

6. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$744,722.29

Moved by: Mr. Johnson

Seconded by: Mr. Dailey

Roll Call: Commissioners Anderson, Dailey, Fortier and Johnson voting yes; Fortier recused himself from the Rogue Shred voucher.

Motion carried and so ordered.

Continued Vouchers from the October 15, 2014 Board Meeting

Payment to Asante Physician Partners, Neathamer Surveying, Rogue Disposal and Rogue Transfer & Recycling vouchers was approved by Commissioner Dailey, who was absent from the previous meeting.

11. Manager/Other Staff Reports

- 11.1 Commissioners had requested information from Geologist Bob Jones on the Jackson County Watermaster and what they do for us as well as the payment history. Mr. Jones stated that two years ago we were paying much less than what we do now and remarked that we are not the only one paying this bill. Mr. Johnson stated that Harry & David was also paying to the Watermaster fund and questioned what Central Point pays. Central Point City Manager Chris Clayton was unsure what they pay.

Mr. Jones noted that the last two years had CIP costs added in order for construction purposes. Mr. Anderson noted that we are in the same range then. Eagle Point Irrigation District pays us to help with this as well to help offset those costs. Mr. Jones noted that there are a few more CIP projects which will come later this year pertaining to gaging stations.

Mr. Johnson noted his whole point is that the State gets a lot of money. Mr. Jones noted that in the past we have tried to update the stations and with having the State monitor saves us a lot of staff time and thought it was cost effective.

- 11.2 Pertaining to the TAP meter discrepancy and agreed upon refund amount, Talent is requesting that it be noted in the minutes that the TAP release signed by Talent, Ashland, and Phoenix would only apply to the old insertion type mag meter that was taken out.

Commissioners agreed and Mr. Anderson questioned if we cut the check yet; Mr. Rains noted that we have cut the check but it has not been sent out.

12. Propositions and Remarks from the Commissioners

- 12.1 Mr. Johnson noted he will miss the 2<sup>nd</sup> meeting of the month.

13. Adjourn

There being no further business, this Commission meeting adjourned at 12:40 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. Spoonts, MMC  
Deputy City Recorder  
Clerk of the Commission