

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

November 18, 2015

The regular meeting of the Medford Water Commission was called to order at 12:30 p.m. on the above date at the Medford City Hall Lausmann Annex, Room 151/157 with the following commissioners and staff present:

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

Manager Larry Rains, Medford Deputy City Attorney John Huttli; City Recorder Karen Spoons; Administrative Coordinator Betsy Martin; Administrative Specialist Yvette Finstad; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Conservation Coordinator Laura Hodnett; Water Quality Director Rosie Pindilli; Operations Superintendent Ken Johnson; Public Information Coordinator Sara Bristol

Guests: Medford Councilmember Chris Corcoran; Central Point Mayor Hank Williams; Central Point City Manager Chris Clayton

3. Approval or Correction of the Minutes of the Regular Meeting of November 4, 2015

The minutes were approved as presented.

4. Comments from Audience

5. Written Communications

5.1 Letter from the City of Central Point Regarding the Cost of Service Analysis

A letter was received from City Manager Chris Clayton on November 6 regarding the allocation of cost associated with peak hours as it pertains to the analysis of rates for Other Cities. Manager Rains stated that the letter has been forwarded to the consultant who will forward their comments back to the MWC.

6. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$992,699.51

Moved by: Mr. Dailey

Seconded by: Mr. Fortier

Commissioner Johnson questioned the payment pertaining to the property taxes; Finance Administrator Tessa DeLine stated that it is on the life estates at the Big Butte watershed and these will be paid until the property becomes ours. We bought the life estates years ago, once the property owner leaves, the full title comes to us. Commissioner Anderson stated that it makes sense that we would pay taxes on non-profit status.

Roll Call: Commissioners Anderson, Dailey, Fortier, Johnson, and Strosser voting yes; Anderson recused himself from the Asante voucher; Fortier recused himself from Rogue Disposal, Rogue Shred and Rogue Transfer vouchers, and Johnson recused himself from the Stanley voucher.

Motion carried and so ordered.

7. Engineer's Report (Principal Engineer Eric Johnson)

7.1 Duff Water Treatment Plant Floc/Sed Basins – The bottoms of floc basins #3 and #4 are being formed and reinforcing bars are being set. Electrical conduits are being installed in the ozone room and the chemical feed room. The sludge vault has been backfilled. Yard piping is nearly complete. The temporary drain tie overs to the existing basin have been installed and the existing basins are being drained.

7.2 Highway 62 14" Water Main Reroute – ODOT has incorporated OBEC's redesign of the sign post footing into the project bid plans. ODOT has scheduled the bid opening for the project on February 11, 2016.

7.3 City of Medford Lozier Lane Project – MWC staff and Medford Public Works staff met with Jacksonville Highway Water District (JHWD) on November 10. JHWD has authorized MWC to proceed with the pothole of their water mains. The pothole data will be provided to Medford Engineering Department to check for conflicts with the proposed storm drain. Once the conflicts are identified, JHWD will be notified of the potential impact to their water mains. MWC staff continues to work with Marquess and Associates on the water design of MWC's portion of the project.

Commissioner Dailey questioned if they could abandon Lozier Lane; Engineer Johnson was unsure. Deputy City Attorney Huttel noted that this would become a city issue if they chose to annex these properties. He noted there are options and he has talked with JHWD's representative. Engineer Johnson noted the property is in Jackson County and JHWD has about 300 customers.

7.4 Master Plan Updates – MWC staff is nearing completion on the data compiling per CH2M's request for the master plans.

8. Water Quality Report (Water Quality Director Rosie Pindilli)

8.1 The revised Total Coliform Rule takes effect on April 1, 2016. The October issue of *The Pipeline* contains a good outline of the changes to this rule.

8.2 The Oregon Health Authority is reviewing the classification of our Big Butte Springs source as groundwater.

8.3 The AWWA released an advisory stating that NBC is gathering information for an in-depth TV report on lead in drinking water. The Natural Resources Defense Council and the American Civil Liberties Union of Michigan announced their intent to sue the state and city officials of Flint, MI over lead in drinking water. AWWA advises utilities to be prepared to answer questions regarding lead and copper in drinking water.

Commissioner Anderson questioned what our lead content is; Water Quality Director Rosie Pindilli stated that on the houses they checked it was very low. Mr. Rains noted that if we find lead pipes we replace them.

9. Finance Report (Finance Administrator Tessa DeLine)

9.1 Isler CPA has been on site working on the audit. Isler requested a board member in attendance as part of their audit walk through. Commissioner Dailey volunteered to do this.

9.2 The software consultant has been on site for two weeks; some items have been resolved but they will need to come back on other issues, such as checkbook integration. There are still outstanding items from Cogsdale which are yet to be resolved.

9.3 A Certified Public Accountant from Moss Adams is on site to help catch up with the audit report.

Commissioner Johnson thanked Ms. DeLine for working on this so hard.

10. Operations Report (Operations Superintendent Ken Johnson)

10.1 The Cassley project should be completed by the end of November.

10.2 Approximately 20,000 gallons of chlorinated water was released from the Capital Hill Reservoir due to a mechanical problem with a switch, which was slightly out of adjustment. The DEQ has

been advised. Commissioner Anderson questioned if we can anticipate a fine; Operations Superintendent Ken Johnson stated that he does not believe we would as it was a mechanical problem. It was noted that the water quality staff found the problem while testing the water. No alarms went off as it was slightly below the water level. Staff is looking at more options.

Commissioner Strosser appreciated the quick work from staff and hope DEQ responds well.

11. Manager/Other Staff Reports

11.1 Mr. Rains stated that the retirement party of Pam Corliss and Betsy Martin is Monday, November 30; he stated that he appreciated Betsy's assistance through the years and he is going to miss her. The Board agreed. Commissioner Johnson requested all who could attend do so.

12. Propositions and Remarks from the Commissioners

12.1 Commissioner Johnson will not be at the December 3 meeting; Commissioner Fortier stated he would be available to chair the meeting.

13. Adjourn

There being no further business, this Commission meeting adjourned at 12:53 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