

INUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

November 19, 2014

The regular meeting of the Medford Water Commission was called to order at 12:22 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, Cathie Davis, Lee Fortier, Leigh Johnson

Manager Larry Rains, Deputy City Attorney Lori Cooper; Deputy City Recorder Karen Spoonst; Administrative Coordinator Betsy Martin; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Public Information Coordinator Laura Hodnett; Geologist Bob Jones; Water Treatment Director Jim Stockton; Operations Superintendent Ken Johnson

Guests: Medford Councilmembers Bob Strosser and Chris Corcoran; Central Point Mayor & Liaison Hank Williams; Eagle Point Mayor & Liaison Bob Russell

2. Pledge of Allegiance

3. Approval or Correction of the Minutes of the Regular Meeting of November 5, 2014
The minutes were approved as presented.

4. Comments from Audience
None

5. Resolutions

5.1 No. 1560, A RESOLUTION Authorizing the Chair and the City Recorder to Execute a Two-Year Wholesale Water Service Agreement with the City of Jacksonville, Oregon

The Jacksonville council approved and the Mayor signed the water service agreement for the two-year period; this agreement will renew in 2016, along with all of the other cities and water districts; staff recommended approval.

Motion: Approve Resolution No. 1560

Moved by: Mr. Dailey

Seconded by: Mr. Johnson

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

Motion carried and so ordered. Resolution No. 1560 was approved.

Medford Councilmember Chris Corcoran questioned if this is the first of the new contracts; Commissioner Anderson stated that it was and it has been a good process.

5.2 No. 1561, A RESOLUTION Authorizing the Chair and the City Recorder to Execute a Two-Year Wholesale Water Service Agreement with the City of Talent, Oregon

Similarly, the Talent council approved and the Mayor signed their water service agreement for the two-year period; staff recommended approval.

Motion: Approve Resolution No. 1561

Moved by: Mr. Johnson

Seconded by: Mr. Fortier

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

Motion carried and so ordered. Resolution No. 1561 was approved.

Mr. Anderson questioned if Manager Larry Rains attended both meetings; Mr. Rains noted that he offered to attend the Talent meeting but was not invited. He did attend the Jacksonville council meeting.

6. Authorization of Vouchers

Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$594,682.69

Moved by: Mr. Johnson

Seconded by: Mr. Dailey

Roll Call: Commissioners Anderson, Dailey, Davis, Fortier and Johnson voting yes; Anderson recused himself from the Neathamer Surveying voucher; Fortier recused himself from the Dry Creek Landfill, Rogue Disposal, and Rogue Transfer vouchers; Johnson recused himself from the Stanley Convergent voucher. Motion carried and so ordered.

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

7.1 Duff Water Treatment Plant Floc/Sed Basins – Black & Veatch and staff continue to coordinate on 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 – The project is currently on hold awaiting delivery of the variable frequency drive motors in February 2015 and the new pump #2 in March of 2015.

7.3 Duff Water Treatment Plant Filters 5-8 Valve Replacement – All valves have been ordered and should be on site in about 10 weeks. The labor install costs are being bid since the combined cost of the project exceeded the \$150,000 threshold for quotes per the public contracting regulations. Bid documents were presented today; the project will be advertised on Friday and a bid opening scheduled for December 16.

7.4 Vilas Road 16" Water Main Inter-tie – Marquess has submitted the final plans for approval to MWC. Specification and cost estimates are currently being worked on.

7.5 Avenue H 12" Water Main Replacement – Neathamer Surveying is finishing the topographic survey of the route for the proposed 12" water main. The survey will be completed next week. Once the survey is complete, Marquess will incorporate the survey into the design of the water main.

8. Finance Report (Finance Administrator Tessa DeLine)

8.1 The annual audit is still under way. The auditors will test the billing system by taking samples of customer accounts and follow the transaction(s) throughout the process.

8.2 Staff is still working on the general ledger for the new fiscal year.

8.3 Staff invested in Treasury bonds this week.

9. Operations Report (Operations Superintendent Ken Johnson)

9.1 Staff is working at the Lone Pine Park due to a BBS transmission line leak. Currently water is shut off for residents in the Brookdale Subdivision.

9.2 We will be going to half pipe on BBS line #1 tomorrow; typically this is done close to Thanksgiving.

9.3 Pertaining to state bids for vehicles; Operations Superintendent Ken Johnson stated that he would like to go back to our older method of using a state bid system thru the City rather than using a local specification/bid system which is time consuming and very few local dealers participate in it. He noted that the City purchases a large amount of vehicles using the state system vs. the quote method; doing this would limit only those signed up with the state to participate in the process which currently is only two or three vehicle distributors. Mr. Anderson questioned if we hadn't already joined a purchasing co-op; Mr. Johnson noted that was only for the vac-on truck. Commissioner Dailey questioned why certain companies, such as Butler, are

not included in the group; Mr. Johnson noted that they could and only needed to sign up with this process. The Commissioners agreed to the change.

10. Manager/Other Staff Reports

10.1 Water Treatment Director Jim Stockton stated that a letter was received from the City of Wilsonville pertaining to joining a petition for recognition of ozone disinfection credits in the State of Oregon. MWC is the largest disinfection facility in the state and Mr. Stockton provided the benefits of using ozone disinfection. He agreed with the rationale in the letter and remarked that this has not been addressed because no one was at a point of needing it yet. He talked about disinfection requirements and the need for credits. Mr. Anderson questioned what this looks like in cost to MWC; Mr. Stockton stated that no one has defined the cost although it should not be too costly. Mr. Dailey questioned why we wouldn't do it; Mr. Stockton noted that participation levels and staff time would be unknown at this time. Mr. Rains noted that we would come back to the Board when we find out what involvement and costs are exactly.

10.2 Geologist Bob Jones stated that a letter was received from Eagle Point Irrigation District requesting a progress report and expected completion date of the study that Mr. Jones was instructed to perform regarding the feasibility of the construction of the canal.

Mr. Anderson questioned what we agreed to; Mr. Jones noted that we agreed to a white paper and that we would do it. Mr. Dailey questioned why we should build a canal; Mr. Jones noted that it is a way to fill the lake. Mr. Anderson noted that there was not a commitment that he remembered; nevertheless this issue will not go away. Mr. Jones noted that there is only four-five years that the lake has not filled since the dam was built in the 50's and noted this would extend services; he stated he would have the white paper prepared by March of 2015.

10.3 Mr. Rains stated that the Cathodic Protection study session next meeting will be replaced with a session on rate increases and the Customer Service study session in January will include information on bi-monthly issues.

10.4 Mr. Rains stated that the general consensus of staff and the Board agreed that there was not enough reason to make changes to Resolution 1058 at this time.

10.5 The Police station will soon be built in the current parking lot where the MWC has paid for and uses 31 spots; it has been suggested that MWC receive the parking lot to the northeast of the current location. In order to do this the MWC will need to enter into an IGA with the City which will be presented at the next Board meeting thru a resolution. Construction of the Police station will start in April.

The Board adjourned to executive session at 12:53 p.m.

The Board reconvened at 1:06 p.m. with the same members present.

11. Propositions and Remarks from the Commissioners

11.1 Mr. Dailey requested Mr. Rains proceed with negotiations with union representatives as discussed.

12. Adjourn

There being no further business, this Commission meeting adjourned at 1:07 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