

MINUTES OF THE REGULAR MEETING OF THE MEDFORD WATER COMMISSION

April 6, 2016

The pledge of allegiance was given.

The regular meeting of the Medford Water Commission was called to order at 12:29 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 City Attorney Lori Cooper; Deputy City Recorder Winnie Shepard; Administrative Coordinator Yvette Finstad; Principal Engineer Eric Johnson; Finance Administrator Tessa DeLine; Public Information Coordinator Sara Bristol; Conservation Coordinator Laura Hodnett; Geologist Bob Jones; Water Quality Director Rosie Pindilli; Duff/Water Treatment Plant Director Jim Stockton

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

3. Approval or Correction of the Minutes of the Regular Meeting of March 16, 2016
The minutes were approved as presented.
4. Comments from Audience
 - 4.1 None.
5. Written Communications
 - 5.1 Letter from Jackson County Library Foundation
Manager Larry Rains noted the letter acknowledged and thanked MWC for the donation to Lou and Carolyn Hannum.
6. Authorization of Vouchers
Motion: Authorize the Manager and the Recorder to issue check-warrants in payment of invoices for a total amount of \$439,257.31.
Moved by: John Dailey Seconded by: Bob Strosser
Roll Call: Commissioners Anderson, Dailey, Fortier, Johnson, and Strosser voting yes; Commissioner Fortier abstained from the Rogue Shred and Rogue Transfer vouchers; Commissioner Johnson abstained from Stanley.
Motion carried and so ordered.
7. Engineer's Report (Principal Engineer Eric Johnson)
 - 7.1 Duff Flocc/Sed Basins: The work on the wall pours for the sedimentation basins, the settled water flume and the electrical system continues. The 48" pipe for the basin influent water is underway.
 - 7.2 Highway 62 Water Main Reroute: MWC signed ODOT's agreement for the payment of the drilled sign post in the amount of \$9,045.00. ODOT's invoice for the payment should be received soon.
 - 7.3 City of Medford/Lozier Lane Project: The Jacksonville Highway Water District (JHWD) dissolution vote was filed with Jackson County to be included on the May 17th general election ballot. MWC staff continues to work with Marquess and Associates on the water plans; MWC staff and City of Medford staff continue to coordinate on the plans and the specification for the project.

- 7.4 Master Plan Updates: CH2M has submitted two chapters of Water Management and Conservation Water Plan (WMCP) for review and continue to work on other chapters. The Duff WTP Master Plan and the Water Facilities Plan are under way.

Principal Engineer Eric Johnson clarified these are updates to the existing Master Plans with similar formats, data and charts. The population projections are based on Portland State's population calculation which is used to provide the water demand. This applies to Medford, the five cities, water districts and the County, primarily White City.

Mr. Rains noted that when the drafts are complete in May, copies will be provided to the Cities.

8. Water Quality Report (Water Treatment Plant Director Jim Stockton)
- 8.1 Ozone preparations were completed last week: the analyzers were rebuilt and testing completed. Wetting filters maybe as early as today, with the goal of doing everything short of bringing in water from the river. This week we will also be doing the testing scheme for the chemical coagulation process.
9. Finance Report (Finance Director Tessa DeLine)
- 9.1 Primarily focusing on the last meeting for the 2016-2017 fiscal year, estimating revenues for next year and calculating the overhead rates for chargeable labor. She estimated the numbers would be ready by the end of today or tomorrow.
10. Operations Report (Operations Superintendent Ken Johnson)
Out of the office.
11. Manager/Other Staff Reports
- 11.1 Mr. Rains stated there will be a meeting on April 11, 2016 at 10:00 a.m. with the Peak Hour Working Group. Commissioners Strosser and Dailey were both interested in attending.
- 11.2 Geologist Bob Jones provided an update on the WISE project. They are working on feasibility and NEPA requirements as well as the environmental review. Because the group will begin taking money (grants) for various items, a governmental structure with a formal structure and/or bylaws should be created. Mr. Jones requested a commissioner to attend the monthly meetings for the next six to nine months; Commissioner Johnson offered to attend.
12. Propositions and Remarks from the Commissioners
- 12.1 None.
13. Adjourn
- There being no further business, this Commission meeting adjourned at 12:44 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.