



BOARD OF WATER COMMISSIONERS MEETING MINUTES

Wednesday, August 2, 2023

Medford Police Department Prescott Room
219 S. Ivy Street, Medford, Oregon 97501

The regular meeting of the Medford Water Commission was called to order at 12:15 p.m. on the above date at Medford Police Department Prescott Room, with the following commissioners, staff, and guests present:

Acting Chair John Dailey; Commissioners Jason Anderson, Bob Strosser, and David Wright. Commissioner Michael Smith was absent.

General Manager Brad Taylor, Executive Administrative Assistant Amber Furu, HR Manager Tanya Haakinson, Engineering Manager Brian Runyen, Information Technology Manager Kris Stitt, Water Operations Manager Dan Perkins, Water Resources & Customer Service Manager Julie Smitherman, Senior Accountant Jamie Look

Guest(s): MW Attorney Mark Bartholomew, Robert Annear*, Michael Runyen* (*Via Zoom)

3. Comments from the Audience

Commissioner Dailey welcomed newly appointed Council Liaison Nick Card to Medford Water. Councilor Card stated he is looking forward to continuing a strong relationship with Medford Water and the City.

4. Consent Calendar

4.1 Approval or Correction of the Minutes of the Last Regular Meeting of July 19, 2023

4.2 Resolution No. 1898, A RESOLUTION Authorizing the General Manager of the Board of Water Commissioners to Execute an Intergovernmental Agreement by and between Medford Water and City of Medford, an Oregon Municipal Corporation, for Departmental Charges of the City of Medford.

Motion: Approve the Consent Calendar

Moved by: Mr. Strosser

Seconded by: Mr. Wright

Roll Call: Commissioner Anderson, Dailey, Strosser, and Wright voting yes.

Motion carried and so ordered.

5. Items Removed from Consent Calendar

None.

6. Resolution No. 1899, A RESOLUTION Authorizing the General Manager to Execute Purchase Orders in the Amount of \$797,677 with Sensus Metering Systems for Fiscal Year 2023-2024

Each year staff budgets for meters, and radio Smart Points to purchase inventory which are then expensed to various projects. This resolution will grant the General Manager authority to approve purchases throughout the fiscal year when added together exceed the authorized limit of \$150,000.

Commissioner Dailey inquired if we are taking old brass meters and retro fitting them with radios. Perkins explained we have 2 types of meters; one type of meter, the meter body stays, and we connect a radio to it and the other older type of meter we have to replace the entire meter because you cannot connect a radio to them. There is approximately 5,500 of these meters that need to be replaced. Commissioner Dailey questioned how the radio read program is going; the radios have allowed for less meter reading days and this allows for the meter readers to help out the crews with other projects, it has been working very efficiently. Smitherman added, it is helpful to our customer service team being able to look at different graphs showing hourly usage, it can help the customer understand their bill and possibly identifying a leak, all while the customer is on the phone.

Commissioner Wright asked if the cost of the meters this year is comparable to last year's purchase; the cost has increased this year because we are retro fitting about 600 fire services.

Motion: Approve Resolution 1899

Moved by: Mr. Strosser Seconded by: Mr. Wright

Roll Call: Commissioner Anderson, Dailey, Strosser, and Wright voting yes.

Motion carried and so ordered.

10. Leadership Team Reports

- Julie Smitherman, Water Resources & Customer Service Manager
 - Watershed update – Precipitation is 30% below normal with above average temperatures. Springflow has dropped and we have gone back down to pipe and half. Flow releases supporting Eagle Point Irrigation District have begun from Willow Lake, it is 84% full.

Commissioner Dailey asked where we stand with our water rights at the Carey Pond. Smitherman explained we have reached out to the Watermaster and are waiting to hear back about the progress of the pond.

- Brad Taylor, General Manager
 - Upcoming Board Schedule - August 16, Study Session - BBS Modernization Project Update, September 6, Study Session – TBD, September 20, Duff WTP Expansion Tour.

Commissioner Dailey asked how the Foothill Project is going; Runyen replied it is going well, pipe is being installed and they are making good progress.

11. Propositions and Remarks from the Commissioners

Commissioner Wright will be absent for the August 16 meeting. Commissioner Strosser will be absent for the September 20th meeting and Commissioner Dailey will be absent at both meetings in September.

12. Adjourn

There being no further business, this meeting adjourned at 12:40 p.m. The proceedings were recorded and are on file along with the complete agenda of this meeting.



Amber Furu
Assistant Clerk of the Commission