



BOARD OF WATER COMMISSIONERS MEETING MINUTES

Wednesday, March 5, 2025

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 12:32 p.m. on the above date at Medford Police Department's Prescott Room, with the following commissioners, staff, and guests present:

Chair David Wright; Commissioners John Dailey*, Bob Mylenek and Bob Strosser. Commissioner Jason Anderson was absent. (*Via Zoom)

General Manager Brad Taylor, Executive Administrative Assistant Amber Furu, Engineering Manager Brian Runyen, Information Technology Manager Kris Stitt, Water Operations Manager Dan Perkins, Capital & Special Projects Coordinator Andy Huffman

Guest(s): Eagle Point Mayor Kathy Sell, Medford City Council Alternate Liaison Garrett West

3. Comments from the Audience

Medford Council Liaison Alternate Garrett West thanked General Manager Brad Taylor for attending the City of Medford's Study Session on February 19 and appreciated the information he provided.

4. Approval or Correction of the Minutes of the Last Regular Meeting of February 19, 2025

Motion: Approve the minutes of the last regular meeting as presented.

Moved by: Mr. Strosser

Seconded by: Mr. Mylenek

Roll Call: Commissioners Dailey, Mylenek, Strosser, and Wright voting yes.

Motion carried and so ordered.

5. Leadership Team Reports

- Water Operations Manager Dan Perkins
 - An update was provided on a 4-inch drain line repair at the treatment plant. The issue was first discovered when an operator noticed a leak during routine rounds. Upon investigation, the team found that the leak originated from the 4-inch drain line, which is critical for winterization and maintenance of the 30-inch transmission mains. The repair work involved excavating the affected section and assessing corrosion damage. A custom-fabricated steel replacement piece is being installed with modern protective coatings to extend its lifespan. The project is expected to be completed within a week and a half, ensuring system reliability for the upcoming summer months. Commissioner Mylenek asked if the leak posed a risk of water contamination. Perkins explained that since the leak involved raw water, any potential contaminants would be removed during the treatment process before reaching customers. Eagle Point Mayor Kathy Sell inquired if the two 30-inch transmission mains could function independently in case one needed to be shut down. Perkins explained that while the mains are currently connected at the top, future upgrades will allow for better isolation and control. Commissioner Strosser commented on the large size of system components, particularly the 62-inch intake structure, and asked about the challenges of maintaining such infrastructure. Staff explained the complexities of excavation and upkeep, highlighting the specialized planning and equipment required for these critical infrastructure elements.
- General Manager Brad Taylor
 - Operations Center Update - Progress continues on the new Operations Center, with paving completed on Industry Drive and Aqua Drive. The next steps include site stabilization and infrastructure improvements.
 - Upcoming Board Schedule – March 19 – Capital Budget Planning Part 2; April 2 – TBD; April 16 – SDCs/CLAs/Special Fees.

6. Propositions and Remarks from the Commissioners

Commissioners and staff reflected on the recent City of Medford Study Session, expressing appreciation for General Manager Brad Taylor's presentation and emphasizing the importance of ongoing communication and collaboration with the City.

7. Adjourn

There being no further business, this meeting adjourned at 12:56 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