



BOARD OF WATER COMMISSIONERS MEETING MINUTES

Wednesday, May 17, 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's Prescott Room, with the following commissioners, staff, and guests present:

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

General Manager Brad Taylor, Executive Administrative Assistant Amber Furu, Finance Manager Anna Roeder, 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): Attorney Mark Bartholomew, City of Central Point City Manager Chris Clayton, Medford Council Liaison Tim D'Alessandro (*Via Zoom)

3. Comments from the Audience

None.

4. Approval or Correction of the Minutes of the Last Regular Meeting of May 3, 2023

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

Moved by: Mr. Dailey

Seconded by: Mr. Strosser

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

Motion carried and so ordered.

5. Resolution No. 1875, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract in the Amount of \$674,025 with Central Pipeline, Inc. for the Academy Place Waterline Relocation Project (CIP-21-00311)

Homes on Euclid Ave, Reddy Ave and Queen Anne Ave currently have water services at the rear of the lots from the existing 4" and 6" cast iron mains located in the small alleys between each street. The City needs to replace their aging sanitary sewer lines underneath and around these water lines. Medford Water has elected to take the opportunity to replace the aging water lines with new 8" lines and relocating meters from the rear alleys to the front streets to achieve proper separation to the sanitary sewer lines. An extensive pre-construction and a private plumbing investigation was necessary to specify the proposed work.

Motion: Approve Resolution 1875

Moved by: Mr. Anderson

Seconded by: Mr. Dailey

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

Motion carried and so ordered.

6. Resolution No. 1876, A RESOLUTION Adopting Findings, Authorizing an Exemption from Competitive Bidding, and Awarding and Authorizing the General Manager to Execute a Contract in the Amount of \$206,535 with SOS Plumbing for Plumbing Services for the Academy Place Waterline Relocation Project (CIP-21-00311)

Because of the narrow width of the alleys and the presence of both existing sanitary sewer and gas lines, there is no room in the alleys to place the new water lines and meet design requirements; the existing water lines will be abandoned in place. Private side water services (from the meters to the houses) will be reconnected to the new water meter locations at the front of the lots. This project is unique in the amount of pre-construction plumbing investigation that was necessary to quantify and specify the proposed work. During design of the project, Medford Water engaged SOS Plumbing to perform individualized investigations and prepare

designs and cost estimates for each of the 38 properties that will require new private-side plumbing reconnection. Hand-digging the majority of the private water service line trenches will be necessary to minimize disturbance to existing mature trees and landscaping. Preliminary conversations with alternate plumbing contractors revealed an unwillingness to hand-dig these trenches, while SOS Plumbing is available to perform this work and has blocked time in their schedule to complete the work in coordination with the larger construction project. For these reasons, they are uniquely qualified to perform the work for this specific project alone. A solicitation process for plumbing work during construction would have required generic solutions by bidders that would not have achieved the public outreach benefits that this process has; as each property owner has already interacted with SOS Plumbing who, under this exemption, will perform the work.

Commissioner Smith asked what the cost of the preselection work was; we want to make sure we don't do prework that defaults away from any competitive bidding. Runyen agreed, and stated prework cost was just under \$10,000. Commissioner Dailey inquired how deeply we are getting into the customer's plumbing, having to redirect connections from the back of the home to the front; Runyen states we are not re-routing plumbing within the house, we are routing along the sides to the front of the home. Dailey asked if this will have any effect at all on Roosevelt School's water service; Roosevelt School already has new waterlines but the construction activity will affect them, with the heaviest of the work being done during the summer months. Commissioner Wright clarified the new lines are going down the street and then connecting all the way to the house; Runyen confirmed we are connecting the public side of service from the main line to the meter, and then the private side service, from the meter to the existing connection into the house.

Taylor stated this is unique for us, we typically don't go past the meter. Commissioners Smith and Dailey discussed once we connect from the meter to the home and we sign off, is there some sort of agreement that will assure the customer and us that we are finished; Runyen confirmed there will be an agreement upon completion of the work.

Motion: Approve Resolution 1876

Moved by: Mr. Anderson

Seconded by: Mr. Strosser

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

Motion carried and so ordered.

7. Workers' Compensation Renewal

Workers' Compensation Plan Year 2023-2024 - SAIF continues to provide our workers' comp insurance, including retaining all local safety contacts. Renewal amount is \$33,386 (including discounts). Our Experience Mod increased from 0.58 to 0.59, and a total dividend of \$85,999 has been awarded for the past 5 years. The Safety Committee has stepped up and tackled updating policies, advanced root cause, additional timely training for staff, rotated members on and off the committee and has taken pride in serving the safety of our fellow co-workers. The information is provided for informational purposes only.

Commissioner Strosser and Wright complimented the safety committee on a good job.

8. Leadership Team Reports

- Dan Perkins, Water Operations Manager
 - Big Butte Springs Pipeline #1 – The Nichols Gap Air Stack pipeline built in 1927, has numerous pin hole leaks; the pipeline has been temporarily repaired with repair bands and boiler plugs, buying time for a permanent repair. Due to coating failure and aging pipe, replacement of approximately 100' of 22" pipe is needed. Medford Water Engineering staff has reached out to RH2 Engineering (RH2) for design services and specifications for construction and may solicit bids for construction (versus performing work directly) and will coordinate the tie in of the new air stack to BBS#1 line. The method of tie in is unknown at this time; possible options are welding or mechanical coupling. Our 10-year CIP Plan includes BBS line improvement projects such as

blowoffs, air stacks, and other appurtenances.

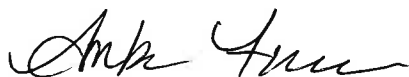
Commissioner Anderson inquired if we are still at 2 full pipes and if there were any other issues aside from the 100' section of the air stack; Perkins confirmed the air stack is the only issue, stating that the pipeline has not had full pipe flow for the past 3 years.

- Julie Smitherman, Water Resources & Customer Service Manager
 - Fourbit Fence Restoration Project - Along Fourbit Creek a small stream and the adjacent wetland meadow is in a moderately vulnerable zone in the BBS watershed. Fourbit Creek loses stream flow to groundwater in this area and the cattle grazing in that area could negatively impact water quality. Excluding the livestock will allow this sensitive aquatic resource to heal and help protect water quality. The wetland meadow is part of the larger Whiskey Springs wetland complex that is mostly protected by Medford Water land and fence, and USFS Campground Fence. The new fence joins existing fences to exclude cattle from the entire complex. Medford water provided the materials for the project and several partners came together to provide labor for the fence project including The Oregon Hunters Association and USFS also provided shrubs for planting and to benefit wildlife habitat; the grazing permittee for the area was fully supportive. USFS and Medford Water will monitor the restoration progress.
- Brad Taylor, General Manager
 - Water Right Sharing Agreement - The first Annual Meeting for the Water Right Sharing Agreement was on April 20, 2023 (in person). We started with an overview of the IGA process and each Partner City reviewed its water supply and demand and how that would impact the demand projections for the coming year. A review of certification strategies and coordinated water right activities ensure we are respectful and that we give rights in a certain order. We coordinate with our Partner Cities on activities such as Claims of Beneficial Use and are working together to develop a regional message around water conservation and water efficiencies. The meeting was a success and all cities agreed that no amendments were needed to the agreement.
 - Charlotte Anne Water District Update – Charlotte Anne Water District has voted for dissolution; 16 customers in the Medford UGB area will be transferred to Medford Water and the remaining area will be served by the City of Phoenix.
 - Upcoming Board Schedule - June 7, (City Council Chambers) No Study Session, and June 21, (City Council Chambers) SCADA Master Plan Overview.

9. Propositions and Remarks from the Commissioners
None.

10. Adjourn

There being no further business, this meeting adjourned at 1:17 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