



# BOARD OF WATER COMMISSIONERS MEETING MINUTES

**Wednesday, October 19, 2022**

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 Bob Strosser; Commissioners Jason Anderson, Daniel Bunn, John Dailey, and Michael Smith.

General Manager Brad Taylor, Executive Administrative Coordinator Yvette Finstad, Interim Finance Manager Anna Roeder, Water Maintenance Manager Lester McFall, Water Meter & Controls Manager Ken Johnson, Engineering Manager Brian Runyen, Information Technology Manager Kris Stitt, Water Quality & Treatment Manager Ben Klayman, Senior Capital & Special Projects Manager Andy Huffman

Guest(s): Attorney Mark Bartholomew, City of Central Point Councilor Tanea West Browning, Central Point City Manager Chris Clayton, Kim Ervin (Jacobs), and an unidentified phone-in Zoom attendee

### **3. Comments from the Audience**

Central Point City Manager Chris Clayton thanked staff for the recent city council tour of the water treatment plant. Council members learned a lot and recommend a tour for other councils in the area.

Commissioner Strosser thanked Clayton and Central Point Councilor Browning for attending; their presence and participation is always appreciated.

### **4. Consent Calendar**

4.1 Approval or Correction of the Minutes of the Regular Meeting of September 21, 2022

4.2 Approval or Correction of the Minutes of the Last Regular Meeting of October 5, 2022

***Motion: Approve the Consent Calendar.***

***Moved by: Mr. Dailey***

***Seconded by: Mr. Bunn***

***Roll Call: Commissioners Anderson, Bunn, Dailey, Smith, and Strosser voting yes.***

***Motion carried and so ordered.***

### **5. Items Removed from Consent Calendar**

None.

### **6. Leadership Team Reports**

- Ben Klayman, PhD, PE, Water Quality & Treatment Manager
  - Springs Enhancements Project – This is a continuation of conceptual work done last year; it will identify alternatives to increase springs capacity, increase long-term reliability and resilience, modernize equipment, and allow for remote monitoring and operation. Capturing an additional 3-4 cfs would mean that during low springflow we could fill up both pipes more often. Supplemental comparative historical springflow data was provided. Next steps will be the evaluation of alternatives and pre-design of the selected alternative; design services will be awarded later once specific project identified, presumably under a change order to the current contract.
  - Commercial Timber Harvest – The harvest is on hold as local/regional mills are at capacity and not buying additional timber (no bids were received from any mills for

the log sale RFP). Large salvage timber sales from last year's fire had mills near capacity and a Weyerhaeuser strike is adding to regional over-capacity supply and market uncertainty. A meeting November 1 will coordinate a fuels reduction effort.

The focus would be to capture excess water from springs—and would be a good value for the mgd involved—rather than to eliminate having a staff member at the springs. Work such as valve replacement needs to be accomplished regardless, due to age. Commissioner Dailey inquired if work to capture more water would impact our water rights; this fits within the constraints of our water portfolio, it is a system adjustment to collect more water under those arrangements.

- Anna Roeder, Interim Finance Manager
  - WIFIA Reimbursement – WIFIA Reimbursement #5; \$2.5 million (\$1.2 million in FY22/23, \$1.3 million in FY21/22. This brings the total for FY21/22 to \$11.9 million, and the estimated total for for FY22/23 to \$30.8 million.
  - Revenue Fiscal Year 2022/2023 – Water Revenue is being impacted by lower-than-normal consumption, as well as the delay of forest product revenue until spring of 2023 or possibly FY23/24. Historically, we would be a little over a million ahead in water revenue at this time; we are only \$400k ahead currently, and the winter months are not when we get ahead because consumption falls even more.

Commissioner Smith inquired if we forecast for lower consumption, looking at being more conservative. We are conservative regardless and generally do not fall below assumptions because we are so conservative. We keep an eye on treasury management, and recently moved \$5 million to a treasury fund; GPA is making monthly recommendations.


- Brad Taylor, General Manager
  - CAWD Update – A recent meeting with ODOT, CAWD, and Phoenix discussed coordination needed to move forward relating to a Dissolution Agreement. A vote would occur in May 2023, with four options: yes to dissolution and yes to annexation, yes to dissolution and no to annexation, no to dissolution and yes to annexation, or no to dissolution and no to annexation (annexation would be to City of Phoenix). Phoenix and Medford Water are working on a Dissolution Agreement.
  - Upcoming Board Schedule – November 2, Cost of Service-Part A, CM/GC-Early Work Amendment-Duff 65 mgd Expansion; November 16, Cost of Service-Part B; December 7, Bulk Water Sales Update; December 21, Annual Audit.
  - This is Commissioner Bunn's last meeting; he has resigned as commissioner as he is moving out of the area. Taylor thanked Bunn for being a leader to our organization, and presented him with a 100-year-old pipe plaque in appreciation of his service.

## 7. Propositions and Remarks from the Commissioners

Commissioner Bunn remarked that our organization has accomplished a lot in his time on the Board, and he has loved his time here. Commissioner Anderson appreciated working with Bunn on this and other committees, and will miss his expertise; Commissioner Strosser agreed, adding that Bunn has been a valued asset both on the city council and the Commission, and lead attendees in a standing ovation.

## 8. Adjourn

There being no further business, this meeting adjourned at 12:49 p.m. The proceedings were recorded and are on file along with the complete agenda of this meeting.

  
Yvette Finstad  
Assistant Clerk of the Commission