



BOARD OF WATER COMMISSIONERS
MEETING MINUTES

Wednesday, August 7, 2024

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 12:19 p.m. on the above date at Medford Police Department Prescott Room with the following commissioners, staff, and guests present:

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

General Manager Brad Taylor, Executive Administrative Assistant Amber Furu, Finance Manager Beau Belikoff, 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, Communications Coordinator Yvette Finstad

Guest(s): Attorney Mark Bartholomew, HDR Inc. Kevin Lorentzen*, Shelby Snow*, Robert Annear* (*Via Zoom)

3. Comments from the Audience

None.

4. Public Hearings

- 4.1 Consider Resolution No. 1946, A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for Water Treatment and Transmission Facilities, to \$2,343.31 per Equivalent Residential Unit (ERU), Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective September 1, 2024

Information was provided on this SDC at the Study Session on April 17, 2024.

Public hearing was opened; no one spoke on this issue. Public hearing was closed.

Motion: Approve Resolution 1946.

Moved by: Mr. Dailey Seconded by: Mr. Smith

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

Motion carried and so ordered.

- 4.2 Consider Resolution No. 1947, A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for the East Side High Level Area (ESHL) to \$10,325.54 per Gross Acre, Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective September 1, 2024

Information was provided on this SDC at the Study Session on April 17, 2024.

Public hearing was opened; no one spoke on this issue. Public hearing was closed.

Motion: Approve Resolution 1947.

Moved by: Mr. Dailey Seconded by: Mr. Smith

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

Motion carried and so ordered.

- 4.3 Consider Resolution No. 1948, A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Modifying System Development Charges (SDCs) for the Southwest High-Level Area (SWHL) to \$10,363.29 per Gross Acre, Using the Methodology and Other Provisions Relating to Imposition and Collection of SDCs, Effective September 1, 2024

Information was provided on this SDC at the Study Session on April 17, 2024.

Public hearing was opened; no one spoke on this issue. Public hearing was closed.

Motion: Approve Resolution 1948.

Moved by: Mr. Dailey Seconded by: Mr. Smith

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

Motion carried and so ordered.

5. Approval or Correction of the Minutes of the Last Regular Meeting of July 17, 2024

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

Moved by: Mr. Dailey Seconded by: Mr. Smith

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

Motion carried and so ordered.

6. Resolution 1949, A RESOLUTION Incorporating All Previous Amendments and Adopting the Consolidated Personnel Rules and Policies (Personnel Manual) For Employees of the Board of Water Commissioners, Effective August 7, 2024

The Personnel Manual was updated for Sections 2, 3 and 4, and included updates to the Retiree Temporary Work Assignment Policy, Market-Pay Compensation Method Policy, and Paid Leave Oregon, Oregon Sick Leave, FMLA/OFLA and Additional Sick Leave Policy.

Commissioner Dailey asked about the change in benefits when a retired employee is rehired. Haakinson explained that when a retiree returns for a Temporary Work Assignment, it must adhere to policy guidelines, such as providing training coverage or utilizing specific project-related skills. In these cases, the rehired employee receives limited benefits since they are already collecting their PERS (Public Employees Retirement System) benefits. We currently have 2 employees on a Temporary Work Assignment. Taylor added that, given the current challenges in finding qualified candidates, rehiring retirees is a valuable tool to ensure smooth transitions and help the organization continue moving forward.

Commissioner Strosser agreed, noting that the challenges of finding qualified employees and the potential loss of expertise make this policy particularly beneficial for the organization.

Motion: Approve Resolution 1949.

Moved by: Mr. Dailey Seconded by: Mr. Smith

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

Motion carried and so ordered.

7. Leadership Team Reports

- Water Resources & Customer Service Manager Julie Smitherman
 - Precipitation at Big Butte Springs is 93% of normal and above average temperatures in June and July. Springflows are higher than previous years enabling us to utilize two full pipes as of July 2nd. Willow Lake is 79% full and Rogue River stream flows have decreased and are at 1,940 cfs, which is 100% of normal. Lost Creek Lake is 64% full. Climate predictions for August show above average temperatures and equal chances for precipitation is expected.

Commissioner Wright asked which districts receive water from 4 Mile Lake; Medford Irrigation District and Rogue River Valley Irrigation.

- General Manager Brad Taylor
 - Upcoming Board Schedule - August 21 - Water Distribution Operations Update, September 4 - Operations Center Update, September 18 - Duff WTP, October 2 - BBS Tour-Source Water Protection-Forestry Work

8. Propositions and Remarks from the Commissioners

- Commissioner Wright asked if there had been any communication from the City regarding Medford Water's building assets. We have compiled and sent an itemized list of investments made in both the Lausmann Annex and the Service Center. The City is currently reviewing the documents, and we are awaiting their response.
- Commissioner Dailey commented he had been on the new website and thought it to be very good.
- Commissioner Strosser noted that he will be absent from the next two board meetings and may be able to call in if necessary.

9. Adjourn

There being no further business, this Commission meeting adjourned at 1:53 p.m. The proceedings of the Medford Water Commission meeting were recorded and are on file along with the complete agenda of this meeting.



Amber Furu
Assistant Clerk of the Commission