



BOARD OF WATER COMMISSIONERS MEETING MINUTES

Wednesday, August 21, 2024

Medford Service Center

821 N. Columbus Ave., 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 Service Center with the following commissioners, staff, and guests present:

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

General Manager Brad Taylor, Executive Administrative Assistant Amber Furu, Finance Manager Beau Belikoff, Engineering Manager Brian Runyen, Information Technology Manager Kris Stitt, Water Operations Manager Dan Perkins, Water Resources & Customer Service Manager Julie Smitherman, Water Distribution Operations Supervisor Ken Johnson, Field Technician III Eric Luna

Guest(s): Attorney Mark Bartholomew

3. Comments from the Audience

None.

4. Consent Calendar

4.1 Approval or Correction of the Minutes of the Last Regular Meeting of August 7, 2024

4.2 Resolution No. 1950, A RESOLUTION Authorizing the Chair of the City of Medford, By and Through its Board of Water Commissioners to Execute a Quitclaim Deed Releasing All Right and Title to, and Interest in, the Entire Easement Originally Recorded as Document No. 2000-31724 on August 1, 2000

Motion: Approve the Consent Calendar

Moved by: Mr. Anderson Seconded by: Mr. Dailey

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

Motion carried and so ordered.

5. Items Removed from Consent Calendar

None.

6. Resolution No. 1951, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract with Don Hamann, Inc. for Fourbit Logging Services

Medford Water (MW) staff have selected approximately 100-acres of forested area near Big Butte Springs for harvest and thinning. The area is east of Big Butte Springs, and is a mix of Ponderosa Pine, Douglas fir, and White fir with a minor hardwood and brush component. The site has a higher density of pine compared to previously harvested stands, much of which is not growing vigorously and includes pockets of beetle mortality. The stand needs thinning to improve forest health and reduce fire risk. The harvest operation, known as the Fourbit Logging Services, will yield approximately 673 MBF, or 673,000 board feet, of timber comprised of Pine, White Fir and Douglas Fir. An invitation to bid was published seeking a contractor to perform commercial thinning services. MW received one bid – Don Hamann, Inc. located in Butte Falls. MW has received excellent quality and service from Don Hamann on past contracts and is fortunate to have them performing work again on this project.

Commissioner Dailey inquired whether the current method of processing logs is standard practice. It was confirmed that this method is the standard procedure at MW as well as with industry-wide practices. Commissioner Wright asked whether the estimated expenses represent a favorable deal. Smitherman responded affirmatively, noting that Don Hamann is highly transparent and maintains clear communication throughout the process.

Motion: Approve Resolution 1951.

Moved by: Mr. Dailey

Seconded by: Mr. Anderson

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

Motion carried and so ordered.

7. Resolution No. 1952, A RESOLUTION Awarding and Authorizing the General Manager to Execute Log Purchase Agreements for the Fourbit Timber Harvest on Big Butte Springs Watershed

Medford Water plans to commercially thin approximately 100 forested acres near Big Butte Springs, known as the Fourbit Timber Harvest. Anticipated harvest volume is 673,000 board feet (673 mbf). The anticipated revenue from these log sale agreements, is \$376,225 (actual revenues will depend on harvest volumes). The expenses associated with the harvest are estimated at \$208,699 which includes logging and hauling costs (contract pending), as well as additional slash disposal burning at approximately \$80,000. Actual total revenue for the project estimated at approximately \$85,000. This project will utilize the logging services of Don Hamann Inc., approved under Resolution 1951, ensuring consistency and efficiency in the harvest process.

Motion: Approve Resolution 1952.

Moved by: Mr. Dailey

Seconded by: Mr. Anderson

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

Motion carried and so ordered.

8. Resolution No. 1953, A RESOLUTION Awarding and Authorizing the General Manager to Execute a Contract with RH2 Engineering, Inc. for Consulting Services for the Martin Control Station 7 MGD Upgrade Design Services

Staff is pursuing consulting engineering services to design pumping upgrades for the first phase of expansion to the Martin Control Station. The Distribution System Resiliency Backbone evaluation identified the Martin CS as the best option for a primary resilient pump station in the resilient backbone. This work also evaluated suitability at each of the three control stations for the addition of an inline turbine for power generation. The power generation portion of the evaluation included grant funding thru Energy Trust of Oregon in the amount of \$64,556.55. Evaluation of the three control stations as a group is important as the three work in conjunction to deliver water from the Robert A. Duff Water Treatment Plant to the Gravity Pressure Zone. In May, Medford Water issued an RFP for consulting services to provide engineering support for this work. A Notice of Intent to Award the design consulting contract to RH2 Engineering was issued on August 6, 2024, and there have been no protests. Staff supports award of the contract to RH2 Engineering.

Commissioner Anderson asked where the Martin Control Station is located. It is located on Crater Lake Ave, next to Burger King. Commissioner Wright inquired about the timing of the BRIC grant funds and whether there is any indication of an award in 2024. Taylor confirmed that the process is still progressing, and they are currently awaiting further communication.

Motion: Approve Resolution 1953.

Moved by: Mr. Dailey

Seconded by: Mr. Anderson

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

Motion carried and so ordered.

9. Resolution No. 1954, A RESOLUTION of the City of Medford, Oregon, By and Through its Board of Water Commissioners, Authorizing the Chair of the Board of Water Commissioners to Execute an Amendment to the Intergovernmental Agreement (IGA) by and between Medford Water and the City of Medford for Southwest Infrastructure Improvements

Per Board Resolution 1881, Medford Water entered into an Intergovernmental Agreement (IGA) with the City of Medford to facilitate the delivery of specific water infrastructure projects (the 'Southwest Infrastructure Improvements'), funded by a grant secured by the City of Medford. An amendment to this IGA is now required to provide clarity on the construction scope, delivery method, and reimbursable costs for work to be directly undertaken by Medford Water; the Medford City Council approved this amendment through an ordinance on July 18, 2024. This collaboration aims to efficiently implement water infrastructure projects in the southwest region of Medford, leveraging the grant funding to support city development.

Commissioners Anderson and Dailey inquired if Medford Water would incur any costs or be responsible for any part of the project. Runyen confirmed that Medford Water would not incur any costs, as grant funding will cover all expenses.

Motion: Approve Resolution 1954.

Moved by: Mr. Dailey

Seconded by: Mr. Anderson

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

Motion carried and so ordered.

10. Leadership Team Reports

- Water Resources & Customer Service Manager Julie Smitherman
 - Upcoming Big Butte Springs & Duff Tours – Thursday, September 12, 2024, Medford Water will host the Oregon Water Resources Commission (OWRC) for a tour from 8:00 AM to 12:00 PM and will include stops at Duff Water Treatment Plant, Butte Creek Mill, and Big Butte Springs. Following the tour, the OWRC will hold their meeting at the Jackson County Parks building. Wednesday September 18, 2024, Medford Water will host a Public Tour from 9:00 AM to 4:00 PM, and stops will include the Robert A. Duff Water Treatment Plant, Big Butte Springs, Willow Lake, and Whiskey Springs. Tours will be led by staff.
- General Manager Brad Taylor
 - Upcoming Board Schedule – September 4 – Operations Center Update, September 18 - Duff WTP, October 2 - BBS Tour-Source Water Protection-Forestry Work

11. Propositions and Remarks from the Commissioners

Commissioner Dailey commended Information Technology Manager Kris Stitt, noting that the new asset management system has received positive feedback and is working well for everyone; congratulations on achieving and implementing a system that meets everyone's needs. Commissioner Strosser thanked everyone for their patience with his computer issues during the meeting and confirmed his affirmative vote for Item 7, Resolution 1952.

12. Adjourn

There being no further business, this Commission meeting adjourned at 12:54 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