

ROCKWOOD WATER P.U.D.
MINUTES, REGULAR MEETING OF THE BOARD
OCTOBER 25, 2006
Rockwood Water Boardroom

Board members present: Sandra Ramaker, Herb Brown, Larry Dixon, Don McCarthy

Board members absent: Stephen McElroy

Staff present: Harvey Barnes, District Manager (DM); Mike Baker, District Superintendent (DS); Kerry Aden, Administrative Secretary (AS)

Guests present: Pat Brown, Colleen Lisoski

Vice President Sandra Ramaker called the meeting to order at 7 p.m.

APPROVAL OF THE AGENDA

Vice President Ramaker asked if there were any changes or additions to the agenda.

DM Barnes stated for the record, **President Stephen McElroy** is ill and won't be attending the meeting.

Herb Brown moved to approve the agenda. **Don McCarthy** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF THE CONSENT AGENDA

DM Barnes explained he added a staff report from the Conservation and Public Relations Coordinator to the Consent Agenda in order to inform the Board members about our conservation programs. **Sandra Ramaker** stated it is a great addition and it is nice to see that kind of report in there. **Herb Brown** agreed. **DM Barnes** verified there was no concern about adding the Conservation and Public Relations Coordinator's report to the Consent Agenda, and stated we would continue to provide a report each month.

Don McCarthy moved to approve the consent agenda. **Herb Brown** seconded the motion. **The motioned was approved; none opposed.**

APPROVAL OF THE MINUTES

Herb Brown moved to approve the minutes from the September 27 regular Board meeting. **Larry Dixon** seconded the motion. **The motion was approved; none opposed.**

APPROVAL OF THE BILLS

Herb Brown asked which bank we were using now. **DM Barnes** replied we were dealing with two banks at the moment; Umpqua and U.S. Banks. We are finishing up with U.S. Bank and slowly transferring items to Umpqua Bank. **DM Barnes** gave an overview of the sequence of events.

Larry Dixon stated he had a question on page 4, Everest Glass, Board room windows. **DM Barnes** replied they are the same type of windows and were installed by the same company as the windows in the rest of the building installed last month. **Larry Dixon** asked why the Board room windows weren't replaced at the same time as the other windows. **DM Barnes** replied we overlooked them. **Sandra Ramaker** stated they look good.

Herb Brown moved to approve the bills. Don McCarthy seconded the motion. The motion was approved; none opposed.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Colleen Lisoski asked why the minutes from the last meeting were not read. **Sandra Ramaker** replied we don't normally verbally read the minutes from the last meeting; it is expected the Board would have read them in advance of the meeting, and they are included in the meeting packets.

SDAO, PNWS-AWWA, AND AWWA ANNUAL CONFERENCES – BOARD TRAVEL REQUEST, DISCUSSION

DM Barnes stated we are asking approval to reimburse Board members for their normally-attended annual conferences. We are asking for approval earlier than normal, due to complications experienced last year, and we would like to begin making arrangements earlier. **Colleen Lisoski** stated that sounded like a good idea.

Larry Dixon asked if the American Water Works Association conference is in Toronto, Canada this next year and if we would need passports. **DM Barnes** replied yes. **Sandra Ramaker** stated they cost about \$97, and they are good for 10 years. **DM Barnes** stated it takes about six to eight weeks to receive one. **Sandra Ramaker** explained the passport cost is at each Board member's expense. **DM Barnes** verified it would not be a District expense.

Herb Brown moved to approve the reimbursement to Board members for their attendance at the Special Districts Association of Oregon (SDAO), Pacific Northwest Section-American Water Works Association (PNWS-AWWA), and American Water Works Association annual conferences for 2007. Don McCarthy seconded the motion. The motion was approved; none opposed.

PROJECT UPDATE

DM Barnes stated the pump installation for Well #4 groundwater will be complete tomorrow, and late tomorrow or Friday we will test run it. It will be ready to go on line for refill of the reservoir in mid-November.

The Pump station construction is going very well. The contractor, Ward - Henshaw, has to be done by the end of November. We are expecting most of the work to be done by mid-November. The project is going very well.

Construction should begin again, in the next week or so, on the 30" pipe project. The work will commence on Battaglia, which is the last piece of pipe that will hook up the south side of Bella Vista reservoir, so we have the second, bigger inlet hooked up. That piece should be done by the end of November or December.

Herb Brown asked if we have considered a start time for the sale of water to Gresham. **DM Barnes** responded we have not sold them any water to date because at the time the 30" pipe was ready, we took the pump station out of service. **DM Barnes** stated we will be testing the facility in the near future, so there would be some water purchase for that, and he was certain Gresham will take whatever water we can provide for them next summer. He will address this topic further under agenda item For the Good of the Order.

Don McCarthy asked if all of the projects are still on budget. **DM Barnes** replied yes. The pump station was a guaranteed maximum price, so unless we change the scope of work, the price will be what we negotiated.

The pipeline is still on budget. The City of Gresham can't afford to go over budget on the project. We've only made one progress payment in late June. We have not yet been billed for the second progress payment, but we expect that in the next month or so.

The well was an unexpected expense. We have estimates of \$55,000 to \$60,000 to get it repaired, and we are holding close to those estimates. The good news is, once you see the results we have with the wells, it's fairly inexpensive.

DS Baker stated the first phase of the main replacement project will begin next week. **Don McCarthy** asked if the main breaks were substantial. **DS Baker** replied the main break at 168th and Halsey split 1½”.

FOR THE GOOD OF THE ORDER

DM Barnes stated we were notified this week Gary Roberts, our mechanic, is retiring. His last day of work is Friday. We will have a get-together in the office at 3:00 on Friday. There may be another get-together sometime next week, and Board members will be notified if something is planned. Mr. Roberts has been with the District for 20 years.

DM Barnes stated we have been working hard with our telemetry system and water control to flatten out our peak factors. We received our results today. We were able to flatten our peaks this summer. By next summer we will have achieved the lowest possible rates of any wholesalers on the Bull Run system. The things we get charged on are our average daily demand, annual demand, peak three-day factor, and peak season factor. We have to maintain all of those flows within the parameters you report and use to sign up for, or you get penalized. This year we declared we would stay, on our peak day, at 1.3 times our daily average flow, and 1.4 times for our peak three-day event. In fact, we stayed at 1 and 1; below our average daily demand using groundwater. This year, going from our peak factors we declared to 1 and 1, our flat flow, it would go from 51.7¢ to 42¢ per 100. We should not need a rate adjustment next year. There are a number of reasons we've done very well. One is Gregg Lindsay's efforts in operating our telemetry system. Also, as you recall back when our biggest and best well went down the week before record heat, our crew installed a temporary line within a week that would allow us to use a temporary pump to pump water into our tank, so before we got into a water crisis, we had an alternate supply of water in place. A lot of our employees work to make things happen, and we achieved our goal of a 1 and 1 peaking factor. We will benefit from that for years. The savings is approximately \$300,000 for a year.

DM Barnes stated everything else is going well. The projects are going well, the employees are doing fine, and things are going good.

Sandra Ramaker asked **DM Barnes** what he was going to mention regarding Gresham. **DM Barnes** stated he believes Gresham will want to buy water from us because we have achieved a 1 and 1 peak factor, which means other entities will absorb a portion of our previously higher peak factors; Gresham being one of them.

Herb Brown stated the District's operation is good as well as the plans for the future. It looks like we will continue on down a good path.

Sandra Ramaker stated she is also excited about what we've done, especially with the telemetry. It's very exciting news for all of us and the patrons.

Sandra Ramaker mentioned the Hilton Garden Inn will be the main hotel for the SDAO meeting. We could call tomorrow and book rooms. This should be a good meeting with lots to discuss including a change in the drug testing laws.

Sandra Ramaker also stated she has been attending meetings for the AWWA Annual Convention and Exposition to be held in Toronto. There will be a summit this year on Sunday. Everything that's related to public officials, other than the actual conference items, (i.e., items we've put together for other programs for the caucus, the summit, and two classes) will all be held in the hosting hotel. Combining the summit with the national meeting will make a substantial change, even cost wise, for those who have attended before.

Colleen Lisoski asked about the change in drug testing. **Sandra Ramaker** replied yes, there has been some laws changing pre-employment drug testing (i.e., you can't drug test an employee unless they are in a safety-related position). Our field staff are in safety-related positions, but not necessarily our administrative staff. **DM Barnes** stated this may require a policy amendment in the future for those employees who would not likely drive vehicles for us.

Vice President Ramaker reminded everyone the next meeting will be held earlier than usual due to the Thanksgiving holiday. The next meeting will be held on Wednesday, November 15 at 7:00 p.m.

ADJOURNMENT

Don McCarthy moved to adjourn the meeting. **Herb Brown** seconded the motion. **The motion was approved; none opposed.**

The meeting was adjourned at 7:31 p.m.

Secretary