

# Crystal Springs Water District

## Domestic Water System

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July 19, 2018

President Bill Munk called the July Board meeting to order at 2:56 pm. Other commissioners present were Mike McCafferty, Eric Cederstam, Antonio Baptista and Larry Brown. Non-members present: Jim Shaver of Pace Engineering, Budget Committee member Jim Jans, Attorney Mark Womble, Superintendent Fred Schatz, and Office Manager Brian O'Shaughnessy.

The first item on the agenda was the election of officers for the 2018 – 2019 fiscal year. Results were as follows:

- Bill Munk for President - Nominated by Larry Brown, 2<sup>nd</sup> by Eric Cederstam. (Unanimous)
- Larry Brown for Vice President – Nominated by Antonia Baptista, no 2<sup>nd</sup>.
- Mike McCafferty for Vice President – Nominated by Eric Cederstam, 2<sup>nd</sup> by Larry Brown. (Antonia Baptista abstained)
- Eric Cederstam for Treasurer – Nominated by Antonio Baptista, 2<sup>nd</sup> by Larry Brown. (Unanimous)
- Antonio Baptista for Secretary – Nominated by Larry Brown, 2<sup>nd</sup> by Eric Cederstam. (Unanimous)

Resolution 1819.01, regarding check signers to be reviewed at August 16, 2018 meeting.

Resolution 1819.02 for the LIRA will be reviewed every two years.

President Munk opened and closed the Public Comment period at 3:16. No members of the public were present.

Commissioners unanimously approved the May 2018 Minutes. (Cederstam/Brown)

Commissioners reviewed and unanimously approved the presented June 2018 Treasurer's Report. (Cederstam/Brown) Superintendent Schatz provided an overview of revenues by category: residential, industrial, fire, and LIRA. He also reviewed current expenditures, along with capital outlay plans.

The Board unanimously ratified payment of June 2018 bills. (Brown/Cederstam)

In "New Business," the following were discussed...

Commissioners reviewed and unanimously approved two new service requests...  
(Cederstam/Baptista)

McGraw Holdings / 4252 Corner Loop Rd., (3/4")  
Dave Nelson / 3345 Neal Creek Rd., (3/4")

Jim Shaver of Pace Engineering provided a project status report on the Central Vale Drive waterline replacement project and on the Westside Reservoir/transmission main project. Pace will advertise for construction bids on the Central Vale Drive waterline replacement project on July 18, 2018 with a projected bid opening of August 9, 2018. Other work scheduled include preparing easement descriptions and completing the ODOT Highway 35 R-o-W permit application. (See attached)

Pace also received an acceptance of the wetland delineation report for the Westside Reservoir and transmission main project, previously submitted for Oregon Division of State Lands/US Army Corp of Engineers. Work scheduled for the next two weeks includes completing Hood River County Conditional Use, Riparian Area, and Flood Plain Permit applications, and submit. They will also complete easement descriptions for use by the District in finalizing paperwork for permanent/temporary construction easements.

In "Old Business," the Board briefly discussed the request from the maintenance staff for its' annual Human Relations Committee meeting regarding an increase to the annual clothing allowance. Superintendent Schatz stated that he would contact Cintas in Portland for a bid on uniforms before the Board makes a decision.

Superintendent Schatz presented the Superintendent's Report, addressing the maintenance crew's progress on meter/valve replacements, work completed on Stadelman Drive for the 1,300' Port of Hood River mainline extension, and an update on software upgrades/training in the office.

The Superintendent is currently working on scheduling a meeting between CSWD and Parkdale Water Company to discuss the feasibility study, and common goals for both parties. He also provided a summary regarding the Mid-Valley Reservoir project. The public hearing for the land lease for the reservoir has been moved from July to August. Once the hearing is completed, CSWD can move forward on finalizing the lease.

Superintendent Schatz also updated progress on the Central Vale Road and Sperry Rd/Berry Rd projects. CSWD is working with Pace to finalize plans and contract documents. The Superintendent stated that we are currently waiting on a bid and approval from one property owner before moving forward with the installation of approximately 2,800' of 6" C900 on Berry Drive.

The Superintendent is waiting on feedback from the Oregon Health Authority and State Hydrologist for their opinion on the benefits of increased water sampling before implementing into our monthly plan. He has contacted various vendors for pricing on pressure monitors,

which along with chlorine analyzers, would assist in monitoring the system and ensure proper chlorine residuals.

The Board meeting was adjourned at 4:37 pm by unanimous consent.

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Bill Munk                      President

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Larry Brown                      Secretary