

Crystal Springs Water District

Domestic Water System

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September 20, 2018

President Bill Munk called the September Board meeting to order at 3:02pm. Other commissioners present were Mike McCafferty, Eric Cederstam, and Antonio Baptista. Non-members present: Jim Shaver of Pace Engineering, Attorney Mark Womble, Superintendent Fred Schatz, and Office Manager Brian O'Shaughnessy.

President Munk opened and closed the Public Comment period at 3:02. No members of the public were present.

Commissioners unanimously approved the August 2018 regular, special, and executive meeting minutes. (Cederstam/McCafferty)

Superintendent Schatz presented the August 2018 Treasurer's Report, providing an overview of revenues by category: residential, industrial, fire, and LIRA. He also reviewed current expenditures, along with capital outlay plans. (McCafferty/Baptista)

Superintendent Schatz provided an overview of August bills paid. The Board unanimously approved payment of the August 2018 bills. (McCafferty/Cederstam)

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

There were no new water service applications for August.

The Board reviewed and unanimously approved Resolution 1819.02 to surplus the 1994 JCB Backhoe. (McCafferty/Cederstam)

Jim Shaver of Pace Engineering provided an update on the Central Vale Drive waterline replacement project, which included attending the bid opening on August 15, 2018, analyzed bids and discussed at August Board meeting, and prepared/sent Notice of Intent to Award letter (no protests received), then prepared/sent Notice of Award letter to Crestline Construction on September 6, 2018. In the next two weeks Pace will prepare easement descriptions for the Beitler PRV location and Hwy 35 crossing, and review contractor prepared contract documents for completion. They will also schedule and attend a pre-construction conference and review submittals, if received.

In addition, Jim presented a project status report on the Westside Reservoir/transmission main. Pace has been coordinating with the IFA regarding any comments coming out of their review of the draft bid documents. (Note: due to personnel changes in the IFA, this review has been delayed. The IFA now has a new, inexperienced person working on the review.) Pace is scheduled to meet with the IFA in the next two weeks to receive comments on draft bid documents. In addition, the cultural resources survey for the reservoir site has been completed, and nothing of significance was identified. The biological review has also been completed, with a report due mid-month. (See attached)

In General Services, Pace worked on modifying hydraulic model by adding recently completed projects during the past two weeks and will address any additional issues as they arise.

Superintendent Schatz presented the Superintendent's Report, addressing the maintenance crew's progress on meter/valve replacements, and pipe projects. There were 38 meters upgraded to Hersey meters and 3,600' of 6" C900 pipe installed on Berry Road. He also updated the Board regarding the CUSI and Elements software upgrades, and employee training since the last meeting.

Superintendent Schatz stated that the IFA has yet to fund the purchase of Odell Water, and is still waiting for the final contracts for Board approval. The Superintendent also has not heard back from Parkdale Water Company, so they missed the September feasibility study deadline. The next deadline is in December 2018. (See attached)

The Superintendent briefly discussed the test conducted by CSWD and the Port of Hood River for the final flow rate on the Stadelman Drive project. A rate of 1,400 gpm was recorded, which will give the industrial park a flow rate of 1,200-1,400 gpm. The flow rate prior to the project was 600-800 gpm. The final cost was below the budgeted amount. He also noted that he has been working with Nline Energy to conduct a feasibility study to determine if in conduit hydro production could generate a new source of revenue for the District. Out of four potential sites, it appears that the Jordan Road site would provide the best opportunity for the District. Nline has identified several possible funding sources and are in the process of securing funding.

In "Old Business," the Board considered the Human Resource Committee's request for an increase in the maintenance clothing allowance for the 2018-2019 fiscal year. Superintendent Schatz summarized information for uniforms that he received from his discussions with Cintas to give the Board another option. Commissioner McCafferty suggested leaving the clothing decisions to the field staff and Superintendent, except for HiVis due to safety concerns. He also recommended making a change in policy to prioritize safety in the field staff clothing choices. In addition, Commissioner Baptista recommended including name identification for the field staff.

The Board meeting was adjourned at 4:33pm by unanimous consent.

Bill Munk President

Antonio Baptista Secretary