

# Crystal Springs Water District

## Domestic Water System

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November 15, 2018

President Bill Munk called the November Board meeting to order at 3:01pm. Other commissioners present were Mike McCafferty, Eric Cederstam, Larry Brown, and Antonio Baptista by telephone. Non-members present: Tom Ferrell of Pace Engineering, Greg DiLoreto and Bill Anderson of SDAO, Attorney Mark Womble, Superintendent Fred Schatz, and CSWD employee Brenda Graves.

President Munk opened and closed the Public Comment period at 3:01. No members of the public were present.

Commissioners unanimously approved the October 2018 meeting minutes with Baptista's suggested changes. (Brown/Cederstam)

Superintendent Schatz presented the October 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. (Cederstam/McCafferty)

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

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

There were no new water service applications for October.

Greg DiLoreto and Bill Anderson of SDAO gave a presentation of their findings in the review of Crystal Springs Water District. Overall, they stated that CSWD is a well-run utility, especially considering the District's small staff and number of current projects. As with any organization, there can be improvements, so they gave some suggestions for the District to consider. They stated that these suggestions may be used as the District wishes.

Tom Ferrell of Pace Engineering provided an update on the Central Vale Drive waterline replacement project. He stated that Crestline is making good progress to this point. Work completed by Pace in the prior two weeks included the completion of the project easement descriptions, performing construction observation, and submitted a recommendation to pay partial payment request no. 1. In the next two weeks Pace will continue to perform construction observation and keep CSWD informed of progress to date. The bore under Highway 35 is also scheduled to occur during this time.

In addition, Tom presented a project status report on the Westside Reservoir/transmission main. Pace issued a Notice of Intent to Award and Notice of Award for Phase 1 waterlines. They sent contract documents to Crestline Construction for execution, which they received back, signed. A preconstruction conference has been tentatively scheduled. Pace also reviewed, edited plans and specifications for Phase 2 reservoir and waterlines. They have been given notice that the wetland determination was accepted and are awaiting official

notification for inclusion in the revised EID. Work scheduled for the next two weeks includes a pre-conference, submittal review, and begin construction of Phase 1. Finally, Pace will complete easement descriptions for use by the District in finalizing paperwork for permanent/temporary construction easements and the Hood River County lease. (See attached)

In General Services, Pace prepared a plan review for submittal to OHA Drinking Water Program to replace the disinfection equipment located at the spring. They will also address any additional issues as they arise.

The Board reviewed and unanimously approved Resolution 1819.03 to accept the IFA funding package as written for the South Valley Reservoir. (Cederstam/McCafferty) The package includes \$290,000 in debt forgiveness, and it is expected that the project will be put out for bid in either January or February 2019.

The Board reviewed and unanimously approved to continue using MCEDD for grant administration for both the South Valley and Odell Consolidation IGA's. (Brown/McCafferty)

The Board also reviewed and unanimously approved to use Pace Engineers for the South Valley Reservoir project. (Cederstam/McCafferty)

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 540' of 1 ¼" service line installed, three hydrants replaced, and a new flapper valve installed on the over flow pipe at the spring. He also updated the Board regarding chlorination system upgrades, and employee training since the last meeting.

The Superintendent also discussed the progress on the Central Vale Dr. project. The project is proceeding smoothly, and without any known complaints from the public. The only issue to this point has been unlocated irrigation lines, so CSWD and Crestline have been working with East Fork to minimize any additional incidents.

President Munk asked how the Board would like to proceed with the findings of the Special Districts review. It was decided that there will be a work session scheduled to discuss any items that may be considered for implementation in the future.

The Board meeting was adjourned at 4:56pm by unanimous consent.

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Bill Munk                      President

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Antonio Baptista                      Secretary