

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
December 7, 2017**

COMMISSIONERS PRESENT:

David McNeel, President
Naomi Angier, Secretary
William "Bill" Blanas, Treasurer
Hugh Kalani
Larry Sowa

STAFF PRESENT:

Todd Heidgerken, General Manager
Karin Holzgang, Executive Assistant to the Board

CRW Employees: Adam Bjornstedt, Principal Engineer; Carol Bryck, Chief Financial Officer; Donn Bunyard, Emergency Manager; Adora Campbell, HR Generalist; Suzanne DeLorenzo, Water Quality Manager; Joe Eskew, Engineering Manager; Bob George, Chief Engineer; Kham Keobounnam, IT Manager

VISITORS: Mona Kalani, Gary Kerr, Joe Schiewe, Jeff Griffin

Call Work Session to Order

Commissioner McNeel called the meeting to order at 6:00 pm. The pledge of allegiance was recited.

1. Insurance Presentation by Jeff Griffin from Wilson-Heirgood

Mr. Griffin provided a breakdown of rates between 2017 and 2018. Overall the rates went up however CRW's rates went down in cost due to Best Practices credits. Next year there will need to be a full appraisal of all of CRW's assets. Next year the workers comp insurance looks to be lower rates, CRW has one of the lowest incidences in the state.

Work Session Adjourned at 6:20pm

Call Regular Meeting to Order

Commissioner McNeel called the meeting to order at 6:20pm

MOTION: Commissioner Angier moved to approve the agenda as presented; Commissioner Kalani seconded the motion

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays: None
Abstentions: None

Public Comment: Mr. Kerr asked what the dollar amount for bond and electronic payments

Agenda Item 1.0 Consider Approval of the Waterline Construction and Reimbursement Agreement for the Bradley Road Waterline Project

MOTION: Commissioner Angier moved to approve the Waterline Construction and Reimbursement Agreement as presented and authorize the General Manager to sign the agreement Commissioner Kalani seconded the motion

Mr. Eskew provided an overview of the project. CRW was approached by a developer about a new development on Bradley Rd. After modeling the ability to provide appropriate water flows, it was determined that the current line was not adequate and discussions with the developer started about installing an oversized line and that CRW would pay the “difference” from the regular sized line to the increased line size to provide long term water delivery to the area and a more reliable pipeline.

It was noted that the original amount budgeted for the project increased since building costs are higher than when the project originally was being discussed in 2016 and some additional costs for the bonding for the projects.

Commissioner McNeel asked about paving cooperation between the county and the developer and what benefits there would be to all participants. The agreement calls out how the costs are split.

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays:
Abstentions:

Agenda Item 2.0 Consider Approval Board Goals for the General Manager

Commissioner Angier moved to approve the Board Goals for the General Manager. Commissioner Kalani seconded the motion.

Mr. Heidgerken reminded the Board of the process up to this point in development of the goals for the GM and ask that the Board adopt the goals formally.

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays:
Abstentions:

Agenda Item 3.0 Resolution 02-2018- Approve Biennial 2017-2019 Budget Appropriation Transfer

Commissioner Angier move that the Board approve Resolution No. 02-2018 authorizing an appropriation transfer from Contingency to Personnel services in the General Fund and a reduction in Personnel Services to be offset by a reduction in revenue in the CRWSC Activity Fund for the 2017-2019 Biennium. Commissioner Kalani seconded the motion.

Mr. Bryck shared with the Board that this is a resolution that the Board is being asked to approve as a result of discussions at the previous work session in order to account for changes to budgeted amounts in personnel services vs. the general fund.

MOTION CARRIED 4-1

Ayes: Angier, Blanas, Kalani, McNeel,
Nays: Sowa
Abstentions:

Consent Agenda

- CA-1: Gross Payroll and Account Paid for November 2017
- CA-2: Cash Position and Transfers November 2017

MOTION: Commissioner Angier moved to approve the Consent Agenda as presented. Commissioner Kalani seconded the motion.

Ms. Bryck was asked to explain the bond and other electronic payments line item on CA-2. The items that are made of on this are fees for accepting credit cards, and the bond payment.

MOTION CARRIED 5-0

Ayes: Angier, Blanas, Kalani, McNeel, Sowa
Nays:
Abstentions:

Agenda Item 4.0 Management Report

SDAO Annual Conference- The Board was provided a copy of the conference brochure and asked to contact Karin if they wanted to attend and she would get them registered.

Regional Water Providers Consortium- Coming up there will be a basin focused table top exercise

Cooperation with Technical School-CRW staff is working with the schools fire science class as a resource about water systems, and proper hydrant use.

Winter Conditions Report- During the summer staff provides water flows and during the winter staff will provide snow pact information

Looking ahead- The December work session is set for the 11th at 5:30pm; The CRWSC meeting will also be held that night and the Board is encouraged to attend to hear the presentation by SWA's Tim Janssen about how the systems of CRW and NCCWC interact.

Looking for Direction- Mr. Heidgerken has been approached by MPAC to choose a representative from the district to participate on an advisory council for metro and asked the Board to choose a member to represent CRW. Commissioner Kalani will be the CRW representative.

IGA with the County for Emergency Notification system- Mr. Heidgerken asked if the Board had an issue with Mr. Heidgerken signing the agreement and they are ok with this.

Agenda Item 6.0 **Commissioner Reports and Reimbursement Requests**

Public Comment: **None**

Regular Meeting adjourned at 6:58pm