

**CLACKAMAS RIVER WATER
WORK SESSION
SUMMARY OF MEETING
December 11, 2017
5:30pm**

COMMISSIONERS PRESENT:

Naomi Angier, Bill Blanas, Dave McNeel, Larry Sowa (arrived at 5:55pm), Hugh Kalani

STAFF PRESENT:

General Manager, Todd Heidgerken; Chief Financial Officer; Carol Bryck; Executive Assistant to the Board, Karin Holzgang; Emergency Manager, Donn Bunyard; Chief Engineer, Bob George; Principal Engineer, Adam Bjornstedt; IT Manager, Kham Keobounnam

VISITORS PRESENT:

Call to Order

The meeting was called to order at **5:33pm**

- 1. VHF Radio System Update-** In 2016 the Board asked staff to pursue an enhanced emergency radio system. Staff applied for radio licenses from the FCC for the emergency radio frequencies. During this process CRW participated in a Grant funded study to assist in determining the type of radio system might be best suited for CRW's needs. The Budget committee and Board approved budgeting \$115,000 to build a radio system in the 17-19 Biennium.

Staff determined that a phased approach would work best. The process began to determine a site location for the antenna for the radio system. After looking at various sites staff determined the criteria to be site ownership and or willing partner, coverage, ability to expand, FCC approved site, development costs and access to existing facilities and site development.

The first site was determined to be the Beaver Creek Reservoir (meets the criteria for ownership and reasonable costs that FCC would approve). The site has an existing 110 ft. reservoir to mount the antenna and an existing pump station with power that can be expanded and room for the radio equipment. On this site there is room for the equipment enclosure and a space for backup power. Anticipated completion date is January 15, 2018. A team of staff has been created to field test radios to determine the type to be purchased.

In the second phase staff is looking to enter into an IGA with Oak Lodge (View Acres) site who are interested in a partnership with CRW. The Oak Lodge reservoir is seismically retrofitted and provides and the site already has an enclosure that has room to house the CRW equipment. Both phase 1 site and phase 2 site can be linked. If it is determined that there is a need there could be a phase 3 with an additional site.

2. **General Manager Compensation-** When the Board approved the General Manager compensation at the August meeting they asked to have an opportunity to revisit the contract after receiving a budget update. Commissioner McNeel asked to see all of the costs associated with labor negotiations impacts and non-represented costs impacts and how all of these affect the budget. Mr. Heidgerken and Ms. Bryck re-shared the information that was provided at the November work session and the increase was \$112,000 from what was budgeted for personnel services. Also shared was that the COLA was a range for the second year of the BN and the health insurance rates are also an unknown.

3. **Future plans for the CRW Administration Building-**The VCA, who lease space from CRW in the Administration Building, have asked if CRW would be interested in selling the space currently occupied by CRW to the VCA. The inquiry came post budgeting so there is nothing in the budget for a move, the calendar year of 2018 will be a very busy project year for CRW staff. Staff will need to have guidance on how to proceed.

A suggestion was made to engage a consultant to determine needs at a new building and how to proceed.

4. **General Manager update-** the Board was provided the monthly update, a copy of the bill insert for December, the bid opening is scheduled for 12/19 for the 152nd reservoir project with the anticipation that the Board will be approving the contract in January 2018. Mr. Heidgerken and Mr. Bjornstedt will be presenting to the Clackamas Fire Board on Monday December 18 to share on the Backbone project.

Adjourned at 6:55 pm