

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
July 11, 2019**

**COMMISSIONERS PRESENT:**

Hugh Kalani, President  
Sherry French Secretary  
Naomi Angier, Treasurer  
Rusty Garrison  
Tessah Danel

**STAFF PRESENT:**

Todd Heidgerken, General Manager

CRW Employees: Chief Financial Officer, Carol Bryck; Chief Engineer, Adam Bjornstedt; Engineering Manager, Joe Eskew; IT Manager, Kham Keobounnam; Emergency Manager, Donn Bunyard, Damon Bailey

Sunrise Water Authority Employee: Cindy Wolff, Administrative Assistant (attending to take minutes)

**COMMISSIONERS ABSENT: 0**

**VISITORS:** Jennie Bricker (legal Counsel), Lynn Fisher, Kyle Danel, Christopher Danel, Linda Dorman, Sara Dorman, Alicia Dorman, Ken Humberston, Ernie Platt, Chris Hawes,

**Call Regular Meeting to Order**

Commissioner Kalani called the meeting to order at 6:02pm. The pledge of Allegiance was recited, Roll Call was taken

**Agenda Item 1.0**      **Administer Oath of Office for Positions 1-4-** Administered by Jennie Bricker (Harrang, Long) and notarized by Cindy Wolff (Sunrise Water Authority Admin. Assistant)

- 1) Tessah Danel
- 2) Naomi Angier
- 3) Sherry French
- 4) Lester "Rusty" Garrison

**MOTION:**              Commissioner Garrison move to approve the agenda as presented. Commissioner Angier seconded the motion

**MOTION CARRIED 4-0**

**Ayes:**                  Angier, Danel, French, Kalani, Garrison  
**Nays:**                  None  
**Abstentions:**        None

**Agenda Item 2.0 Election of Officers**

**MOTION:** Commissioner Angier move to nominate Commissioner French for the office of President for FY 2019-2020. Commissioner Garrison seconded the motion

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Kalani

**Nays:**

**Abstentions:** None

**MOTION:** Commissioner French move to nominate Commissioner Angier for Secretary for FY 2019-2020. Commissioner Garrison seconded the motion

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Kalani

**Nays:**

**Abstentions:** None

**MOTION:** Commissioner Angier move to nominate Commissioner Garrison for Treasurer for FY 2019-2020. Commissioner French seconded the motion

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Kalani

**Nays:**

**Abstentions:** None

**Agenda Item 3.0 Recurring Payments: Approval of Recurring Payments for FY 2019-2020 Contracts in Excess of General Manager's Approval Limit**

**MOTION:** Commissioner Angier moved to approve recurring purchases for FY 2019-20 that are \$50,000 or over per the attached list. Commissioner Garrison seconded the motion.

Ms. Bryck provided a presentation explaining the items that are included on the list for the Boards approval. The items are a list of static payments that staff know will occur of the year (ie. Utilities, water sales). Also included are contracts that are over \$50,000 (exceeding the GM approval Authority) for the Boards approval as one group. Also the Board is being informed of those contracts that are between \$25,000 and \$50,000 as informational.

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Kalani  
**Nays:**  
**Abstentions:**

**Agenda Item 4.0 Contract Award: Consider approval of Construction Contract for Edgewood Neighborhood Waterline Project, CIP 18-5239 to Rotschy, Inc.**

**MOTION:** Commissioner Angier move to award the Edgewood Neighborhood Waterlines construction contract to Rotschy Inc. for the bid amount of \$654,945.00 and authorize the General Manger to sign the completed contract. Commissioner Garrison seconded the motion.

Mr. Eskew provided information on the Edgewood Project. The project is one that is on the current CIP listing of projects that was included in the approved budget. Rotschy, Inc. is a contractor that is currently working on projects for CRW on the Redland Reservoir and the Hattan Rd. Pump station. This project was set up such that the contractor who successfully bid on the work could choose the start date (with a 2 week lead time to CRW staff) and the Notice to Proceed must be issued by February. Since this construction is very busy staff felt that this strategy provided an environment for more bids that were also very competitive. Commissioner French asked if staff was comfortable with the bids being given will hold until the project is started and Mr. Eskew said yes. Commissioner Kalani asked about the bids being well under the engineers estimate and Mr. Eskew said that a number of the bids were relatively close. Commissioner Danel asked about if the competitiveness and number of bids was due to allowing the contractor to set a start date.

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Kalani  
**Nays:**  
**Abstentions:**

**Agenda Item 5.0 Project Acceptance: Accept Assets Constructed Under the HWY 224 Intertie Project, CIP 15-5189**

**MOTION:** Commissioner Angier move to approve the "Notice of Acceptance: for the Hwy 224 Intertie Project to Establish the Project Completion Date and Authorize the General Manager's signature on said Notice of Acceptance. Commissioner Garrison seconded the motion.

Mr. Eskew explained that this is a project that has been recently completed. One result of the completion of this project is that water from the CRW plant is being distributed to the South side of the district. It took several months for ODOT to issue the permit to perform the work and the contractor was ready to start immediately upon receiving the permit. ODOT did require additional paving work causing an

increase in the costs but due to additional savings (completing the project ahead of schedule) the overall project just 4.14% over the contracted amount but was under the engineering estimate.

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Kalani  
**Nays:**  
**Abstentions:**

**Consent Agenda**

- CA-1: Gross Payroll and Account Paid for June 2019
- CA-2: Cash Position and Transfers June 2019
- CA-3: Easement Acquisition: Consider approval of easement granted by Clackamas Corporate Park, LLC at the site of the Clackamas Corporate Park Development on TL 1900, Map 2 2E 15A, for waterlines
- CA-4: Donation of Assets: Accept water system assets constructed under the Clackamas Corporate Park Project
- CA-5: Donation of Assets: Accept water system assets constructed under the Cereghino Farms Subdivision Project

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

**MOTION CARRIED 5-0**

**Ayes:** Angier, Danel, French, Garrison, Kalani  
**Nays:**  
**Abstentions:**

**Agenda Item 6.0 General Manager Report**

Heidgerken provided an overview for each topic included in his report. He noted it was a busy year for new meter installations. A Clackamas Review opinion piece was shared as an information item. Heidgerken has reached out to the writer. A newsletter article highlighting the work of Suzanne DeLorenzo was presented. An updated commissioners list was provided, and a new list will be distributed to include the new officers. The Board President will assign liaisons. RWPC Technical Committee met at CRW's office. There are discussions to create a shared emergency preparedness plan. Heidgerken provided information on river flows. Heidgerken shared that he was approached about being the new chair of the CRWP and wanted to get the support of the Board before agreeing to serve. Heidgerken noted that CRW owns Riverside Park. He explained that there have been vandalism and other issues so there will now be a security guard monitoring the park during busy times. At some point in the future he and the Board will discuss how to have a better presence with the park. Heidgerken recognized DeLorenzo and Tracey

Triplett for earning a lab certification. Finance worked with the County to learn information and resources on assisting elderly or disabled customers. Bryck shared that the resources that are offered don't cover the water bill but the hope is that if customers get help they need in other areas that will help free up funds that will pay the water bill. Heidgerken provided an update on emergency radios. It's not fully operational yet but Bunyard is working on that this month. We were able to make use of incentives to replace some of the older radios. Heidgerken shared that the July work session is cancelled. Angier shared that she would like to change the agenda planning meeting to July 22 at 1pm. Heidgerken will check on that. Heidgerken shared that SDAO is having their new commissioner training in August. Angier asked about a ribbon cutting for the 152<sup>nd</sup> Reservoir project. Heidgerken estimated it would be next spring.

**Agenda Item 8.0 Commissioner Reports and Reimbursement Requests**

Kalani went to C4, he provided the materials to Mr. Heidgerken and if any of the other Board members are interested in looking at the materials please let Todd know. French shared an update on the Sunrise Water Authority meeting. Sunrise will be looking at a rate increase. French commended Staff for their accomplishments.

**Public Comment: none**

Open meeting is adjourned at **6:48 p.m.**