

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS  
SPECIAL BOARD MEETING  
March 23, 2020**

**COMMISSIONERS PRESENT- By Phone**

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

**STAFF PRESENT:**

Todd Heidgerken, General Manager  
Karin Holzgang; Exec. Assistant to the Board

CRW Employees: IT Manager, Kham; Engineering Manager, Joe Eskew; Emergency Manager, Donn Bunyard

**COMMISSIONERS ABSENT: Present by Phone**

**VISITORS:** Bob Steringer (counsel) by phone

**Call Special Meeting to Order**

Commissioner French called the meeting to order at 6:00pm.

Roll Call was taken- all present

**MOTION:** Commissioner Garrison move to approve the agenda with the addition of the GM update on the COVID-19 virus as presented. Commissioner Angier seconded the motion

**MOTION CARRIED 5-0**

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

**Nays:** None

**Abstentions:** None

**Public Comment- none**

**Agenda Item 1.0 Contract Award for 90<sup>th</sup> Street Pump Station Valve Replacement Projects**

Mr. Eskew provided the background for the reason that this was an action item included in the special meeting due to the longer lead time to obtain the valve to replace the existing valve at the pump station. This has been an item that has been on the CIP list for a long time and staff is pleased to get this off the list. Commissioner Garrison wants to be sure the contractor will adhere to the current guidelines by the Governor. Mr. Eskew shared that the notice to proceed time line will be adjusted in case the factory producing the valve is unable to complete production due to the COVID-19 virus.

**MOTION:** Commissioner Angier move to award the 90<sup>th</sup> Street Pump Station Control Valve Replacement contract to Boede Construction, Inc. in the amount of \$103,984 and authorize the General Manager to sign the contract. Commissioner Kalani seconded the motion

**MOTION CARRIED 5-0**

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

**General Manger update- COVID 19 update related to the Governors Executive Order**

- The Order delivered today was a stay at home mandate by the Governor
- Drinking water is safe and CRW utilizes treatment techniques that kill viruses
- Some changes around the CRW offices
  - GM is enacting an emergency declaration that allows more flexibility to work within the parameters under the Governors order
  - There will be strict adherence to the social distancing mandate
  - CRW Admin offices will be closed to the public (front doors will remain locked all day)
  - There are still vendors and contractors that staff are needing to work with and the social distancing guidelines will be adhered to the same as with staff
  - Increased cleaning is incurring and additional supplies provided for staff
  - There are a limited number of positions at CRW that could be eligible for telework. GM and Managers are working to see who could potentially participate in telework and what equipment is available for staff to do so

Commissioner Angier asked how upcoming meetings will be effected by the social distancing and the closing of the CRW buildings to the public. Managers have been testing a platform to conduct meetings virtually.

Commissioners Kalani, Danel & Garrison said they would only be attending meetings by phone until the situation settles down.

Open meeting is adjourned at **6:16pm**