

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
October 8, 2020**

COMMISSIONERS PRESENT VIA ZOOM MEETING:

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

STAFF PRESENT:

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

CRW Employees: Chief Financial Officer, Carol Bryck; IT Manager, Kham Keobounnam; Emergency Manager, Donn Bunyard; Chief Engineer, Adam Bjornstedt; Joe Eskew, Engineering Manager; Rob Cummings, Water Resources Manager

COMMISSIONERS ABSENT: 0

VISITORS: Bob Steringer, Chris Hawes

Call Regular Meeting to Order

Commissioner French called the meeting to order at 6:00 pm and roll call taken

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

MOTION CARRIED 5-0

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

Public Comment- none

Agenda Item 1.0 Consider Acceptance of the Strategic Planning Retreat Outcomes

Mr. Heidgerken shared with the Board that the final strategic report plan was included with the Board packet. This came out of the strategic retreat held in August with staff representatives, Board members and management. The Board is being asked to accept the outcomes from the retreat so that staff can proceed with working on the strategic goals for the next 3-5 years.

Commissioner French ask if the task force members had been identified yet, and yes, the staff and management members have been selected for each of the three strategic goals. After the meetings are completed there will be an update presented at a future board meeting. The task force members will be meeting for a kick-off

meeting on October 15. Commissioner Garrison confirmed that strategic goals and objectives are synonymous, and they are

MOTION: Commissioner Angier move to accept the Strategic Planning Retreat Outcomes and Adopt the Refreshed Vision and Mission Statements, Values, and Strategic Goals. Commissioner Danel seconded the motion

MOTION CARRIED 5-0

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

Agenda Item 2.0 Memorandum of Understanding (MOU) with City of Oregon City

Mr. Bjornstedt provided a background for the reason to enter into this MOU, which is a result of what came out of the joint engineering study previously conducted. In this study there were areas that need to be cleaned up from a standpoint of areas that the city of Oregon City has already annexed and now serves water to those customers and now the step of withdrawing those areas from the CRW boundary needs to occur. With the signing of the MOU the City and CRW will share equally in the cost of paying the consultant assisting with the property descriptions that will be needed to submit those customers to OR Dept. of Revenue to complete the process. Commissioner Angier asked why these OC customers are still in the CRW boundary and the answer is that many years ago CRW served water to these customers and as those areas came into the Urban Growth area and become a part of the City then Oregon City became the water provider. Commissioner Garrison asked if Oregon City was working well with CRW on this project and the answer is correct. Commissioner asked about getting paid and if this is done timely by the City and yes that has been the case.

MOTION: Commissioner Angier moved to approve the Memorandum of Understanding (MOU) with the City of Oregon City for Coordination of Property Withdrawals and Authorize the General Manager to sign the MOU. Commissioner Danel seconded the motion.

MOTION CARRIED 5-0

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

Consent Agenda

Commissioner Garrison had questions on the property map that was presented with the CA-3.

CA-1: Gross Payroll and Account Paid for September 2020

CA-2: Cash Position and Transfers September 2020

CA-3: Project Acceptance: Accept Assets Constructed Under the Rosewood Terrace, CIP 16-5206

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

MOTION CARRIED 5-0

Ayes: Angier, Danel, French, Garrison, Kalani

Nays:

Abstentions:

Agenda Item 3.0 Management Report

- Mr. Heidgerken called out that the Board received a copy of the October billing insert and monthly report via email after the Board packet was distributed. Of note in the bill insert is the notice that budget committee members are needed and will be appointed at the February meeting
- A couple of items highlighted from the monthly report were the contracts log, the revenue and expenditure graphs. Noted that revenue was slightly down but anticipate a bounce back with the next billing cycle. Finally, the river flow graph shows that the river is starting catch back up from the previous month's dips.
- CRW is awaiting the OSHA temporary rules related to pandemic response and will be looking at CRW's protocols with what OSHA rules will be requiring
- CRW continues to submit reimbursement requests for expenses related to COVID response.
- The outfall from the fires in the basin and other places in the state are being examined to determine the impacts on the watershed around the state. For the Clackamas watershed, 25% of the area was impacted by the fires in Clackamas County. At this time even with the recent rains there was not a significant amount of turbidity noticed and the CRW Treatment Plant is designed to handle those events and staff is well trained in dealing with these issues
- The October Work Session (10/26) will be focused on a discussion of future capital planning (a look at the projects and how to finance).
- Great Shake out is scheduled for October 15 at 10:15am, CRW will be participating in this event
- Mr. Heidgerken acknowledge receipt of the letter with questions from Comm. Kalani and responses to the questions will be provided next week.
- Mr. Heidgerken would like to reestablish 1 on 1 meetings with each of the Board members, Karin will reach out to schedule these
- The November Board meeting will be on 11/12 and the agenda setting committee will meet on 10/29 to approve the November agenda

Commissioner Danel asked about the lag time in billings and collections, and how the difference between last year in June and this year in June look. It was shared that across the region June water sales were down for all of the providers.

Public Comment- Chris Hawes (Sunrise Water Authority Board Chair) shared that he had heard from some Clackamas Fire staff and they really appreciated the CRW staff and working with them during the main breaks and the fire responses recently.

Agenda Item 8.0 Commissioner Reports and Reimbursement Requests

Commissioner Angier shared from the Regional Water Providers Consortium and that some of the topics from the meeting earlier in the month discussed; emergency responses, fires, and preparedness. Comm. Angier shared about the CRW responses during the fires with the Consortium.

Commissioner French shared that CRW ha a retirement of a long tenured employee, Debra Branson and that the Board provided a retirement card to present to her.

Open meeting is adjourned at 6:51pm