

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
March 11, 2021**

COMMISSIONERS PRESENT VIA ZOOM MEETING:

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

STAFF PRESENT:

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

CRW Employees: Chief Financial Officer, Carol Bryck; Chief Engineer, Adam Bjornstedt; IT Manager, Kham Keobounnam;

COMMISSIONERS ABSENT: 1

VISITORS: Bob Steringer, Kevin Williams

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 Garrison seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, French, Garrison, Kalani
Nays: None
Abstentions: 1

Public Comment- none

Agenda Item 1.0 Ordinance 01-2021 First Reading to adopt proposed changes to Rates, Fees, and Charges (By Title Only)

Carol explained this is an annual ordinance that updates fees and charges, the SDC fees have been removed and will be adopted separately. There is a proposed fee for lock off fees, the year 8 of the rate plan will go into effect, some surplus vehicles have been removed and new vehicles added

MOTION: Commissioner Angier move the CRW Board approve Carol Bryck, CFO to conduct the First Reading by title only of Ordinance 01-2021. Commissioner Garrison seconded the motion.

MOTION CARRIED 4-0 Ms. Bryck read the Ordinance by title

Ayes: Angier, French, Garrison, Kalani

Nays:
Abstentions:

Agenda Item 2.0 Contract award: Consider approval of construction contract for 82nd Dr. Waterline- Phase 1 project, CIP 19-5253

Mr. Eskew present bid results for the final CIP project for the current BN. This project will run along 82nd Dr. passing in front of the Admin building. The successful bidder came in lower than the Engineers estimate. This is a contractor that has done work for CRW previously and completed one of the Backbone projects a month ahead of schedule.

MOTION: Commissioner Angier move to award the 82nd Dr. Waterline-Phase 1 construction contract to Trench Line Excavation Inc. for the bid amount of \$664,800 and authorize the General Manager to sign the completed contract. Commissioner Garrison seconded the motion.

MOTION CARRIED 4-0

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

Consent Agenda

- CA-1: Gross Payroll and Account Paid for February 2021
- CA-2: Cash Position and Transfers February 2021

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

MOTION CARRIED 4-0

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

Commissioner French asked about a few of the payments, Paul Roeger, First Response, PGE and a payment to ODOT.

Agenda Item 3.0 Management Report

- Mr. Heidgerken explained that the SDC revenue number through January is lower than usual but will be increasing based on a recently received SDC payment. The shut-off information graph is reflecting the re-instatement of shut-offs that began after the first of the year. Also pointed out that each month there is a specific focus for the operations group which is reflected in the spreadsheet in the report.
- Mr. Heidgerken shared that staff would like to re-instate late fees that had been suspended last spring due to the pandemic with the April billings. Ms.

Bryck shared that staff has been an extra push to contact those customers who have not paid. The Board was in support of the reinstatement.

- Donn Bunyard retired effective February 28 but is working on a contract/temporary basis for the District to finish up some projects. This will provide the District a chance to hire for the position and knowledge transition.
- Mary Teresa Engelen started at CRW as a Sr Finance and Acctng. Specialist
- Adam present to the PNWS-AWWA with Murraysmith to discuss the 152nd Ave. Reservoir project
- Ice storm- no significant property damage but tree and vegetation issues occurred for clean-up and staff was able to enter into an emergency contract with a landscaper to provide storm clean up
- Agenda setting meeting is on March 25
- There is no work session in March
- April Board meeting is April 8th
- First budget committee meeting is April 22
- Included in the packet was a West Yost letter thanking Donn and Kham for their assistance on the Risk and Resilience project
- Former GM Mr. Moore passed away on February 27 just shy of his 75 birthday. He had a significant positive impact on the district in a time of unrest. CRW sent flowers to the family, there will be no service at this time, but the family is looking to hold a memorial in August.

Public Comment- None

Agenda Item 4.0 Commissioner Reports and Reimbursement Requests

- Commissioner French attended the SWA Board meeting in February. Mr. Hatthorn thanked CRW for their assistance in helping NCCWC during the ice storm and appreciated how providers in the basin worked together to keep customers in water. Rate increased was discussed at the meeting but will likely not go into effect until 2022.
- Commissioner French asked for an update on easements and properties at the next meeting. Mr. Heidgerken said there are no other outstanding property purchases at this time.
- Commissioner Garrison shared that even with the PGE power outage no one lost water and was very please with the work of staff to keep our customers in water.

Open meeting is adjourned at 6:48pm