

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
WORK SESSION & REGULAR BOARD MEETING
June 9, 2022**

COMMISSIONERS PRESENT VIA ZOOM MEETING:

Sherry French President
Naomi Angier, Secretary
Tessah Danel, Treasurer
Rusty Garrison
Position #5- Vacant

STAFF PRESENT:

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

CRW Employees: Chief Engineer, Adam Bjornstedt; Chief Financial Officer, Jason Kirkpatrick; Water Resources Manager, Rob Cummings; IT Manager, Kham Keobounnam

COMMISSIONERS ABSENT:0

VISITORS: Bob Steringer, Kevin William, Chris Hawes

Call Work Session to Order

Commissioner French called the meeting to order at 5:30 pm. The pledge of allegiance was recited.

1. Conduct Interview of candidate for vacant Board of Commissioner Position #5

- Bob Rubitschun

Commissioner Angier- Stated Mr. Rubitschun is very qualified but asked if there would be a concern that he might "micro-manage" the staff. He stated he is not a water expert and would leave that to staff. Also asked about if he would use his CRW position to his own agenda but he stated he would act collectively with the rest of the Board Garrison-would he be prepared to defend CRW publicly on his own (ie letter to the editor and would not act alone). Has been a long-time customer and knows of CRW through his time spent on the budget committee, reads the board meeting minutes and currently attends the regular board meetings. Received a great deal of background knowledge from the budget document. Commissioner Danel- his resume is very impressive asked if he has been elected to a board and he has worked with boards but in a position where that was his job or he was a vendor who presented. Asked why he wants to be a part of the Board- water is essential to all parts of life and believes it is important to be a wise steward of that resource. Commissioner French asked about being a neighborhood Stone Creek Golf Course development project- shared that about 15 years ago he part of the neighborhood group regarding development of a golf course that was previously a farm petitioned to get a walking trail around the golf course to provide that amenity for the community. What is one thing that he would like to see achieved for CRW- if CRW had to replace the GM that would be difficult- look at key positions that if were needing to be filled how would that occur, succession planning. Commissioner Angier asked about being in person at meetings rather than on Zoom. Commissioner French asked if he had questions, and if he weren't the only candidate what would the perception of him as a candidate for the Board be and would the current Board want him as a member?

Work Session Adjourned at 6:02pm

Call Regular Meeting to Order

Commissioner French called the meeting to order at 6:02pm

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

MOTION CARRIED 4-0

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

Public Comment- none

Agenda Item 1.0 Board Vacancy: Appointment to position #5

MOTION: Commissioner Angier Move the Board appoint Bob Rubitschun to fill the vacancy in position #5 through June 30, 2023 for the Clackamas River Water Board of Commissioners effective July 14, 2022 when the oath of office is administered during the July Board Meeting. Commissioner Danel seconded the motion

MOTION CARRIED 4-0

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

Agenda Item 2.0 Consider Approval of the CRW to North Clackamas County Water Commission (NCCWC) Water Supply Agreement

Mr. Heidgerken shared this is the first step in the supply of water to NCCWC.

MOTION: Commissioner Angier Move to Approve the CRW to North Clackamas County Water Commission (NCCWC) Water Supply Agreement. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison
Nays:

Abstentions: None

Agenda Item 3.0 Resolution No. 09-2022 Establishing Wholesale Water Rates Charged to North Clackamas County Water Commission

Mr. Kirkpatrick shared that this resolution establishes wholesale water rates to the NCCWC. Staff has worked with a consultant to develop the rate model to establish the rates. This has been shared with the Board at previous work sessions and regular meetings. This rate will be updated annually and those updates will be approved by the Board. The rates have been shared NCCWC and Sunrise Water Authority staff.

MOTION: Commissioner Angier Move to Resolution No. 09-2022 establishing water rates charge to north Clackamas County Water Commission effective July 1, 2022. Commissioner Danel seconded the motion

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions: None

Agenda Item 4.0 Consider Approval of Oak Lodge water Services (OLWS) to CRW Water Supply Agreement

Mr. Heidgerken shared that the current NCCWC agreement had a provision that allowed for OLWS to provide water to CRW customers that CRW could not serve at this time because of elevation. It was decided to have a separate CRW/OLWS agreement separate from the new NCCWC water supply agreement. Commissioner Garrison asked about the rate for the water supplied, addressed in the agreement and is based on a factor of the NCCWC rates

MOTION: Commissioner Angier Move to Approve the Oak Lodge Water services (OLWS) to CRW Water supply agreement. Commissioner Danel seconded the motion

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions: None

Agenda Item 5.0 Consider Approval of Clackamas Regional Water Supply Commission (CRWSC) Dissolution Plan and Agreement

This document has been shared with the Board at several meetings prior to this meeting. With the previously approved agreements (tonight) there is no need to continue with the CRWSC. Commissioner Garrison asked if there are or have been any concerns from Sunrise Water about the dissolution and there area none

MOTION: Commissioner Angier Move to Approve Clackamas Regional Water Supply Commission (CRWSC) Dissolution Plan and Agreement. Commissioner Danel seconded the motion

MOTION CARRIED 4-0

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

Agenda Item 6.0 Consider Approval of CRW/Sunrise Water Authority intergovernmental Agreement (IGA) for Services

Now that the CRWSC dissolution has been approved the water supply portion is covered by the NCCWC & OLWS water supply agreements the other item to address is the staffing support that CRW provides to Sunrise water. This IGA would allow the GM's of both CRW and Sunrise to draft MOU's to handle the need and specifics of the staffing services CRW provides to Sunrise Water.

MOTION: Commissioner Angier Move to Approve CRW/Sunrise Water Authority intergovernmental Agreement (IGA) for Services. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

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

Agenda Item 7.0 Resolution No. 10-2022 Approve Utility Billing Bad Debt write-off for FY 2021-22 Uncollectible water bills

Mr. Kirkpatrick shared this resolution would allow staff to write-off any uncollectible debts from water bills and remove the debt from the books to close out the fiscal year. Commissioner Garrison asked what percentage the write off is of all billings and it is 1/10th of 1% of total water sales.

MOTION: Commissioner Angier Move to Approve Res. 10-2022 Bad Debt write-off for FY 2021-22 Uncollectible water bills. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

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

Agenda Item 8.0 Consider amendment to Waterline Easement 2001-005699 at 9500 SE Clackamas Rd., TL 22E09DB, and authorize the General Manager to sign the easement amendment document.

This is a current easement that CRW has that staff has found that the current owner is doing improvements on the property which will impact the location of the CRW easement. Staff worked with the property owner on the new structure and this amendment protects CRW in the event of needing to go in an make repairs to the waterline within the easement and there would be not liability to CRW in regards to the structure the property owner is constructing. Also this amendment addresses steps the property owner will take in the construction to make it more easily accessible in the event of a repair.

MOTION: Commissioner Angier Move to Approve amendment to Waterline Easement 2001-005699 at 9500 SE Clackamas Rd., TL 22E09DB 00802, and authorize the General Manager to sign the easement amendment document. Commissioner Danel seconded the motion.

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions: None

Consent Agenda

CA-1: Gross Payroll and Account Paid for May 2022

CA-2: Cash Position and Transfers May 2022

CA-3: Consider Approval of surplus Vehicles

CA-4: Project Acceptance: Accept assets constructed for the "Home 2 Suites" 18-5240 and "Residence Inn by Marriott" 19-5256 a combined project

CA-5: Project Acceptance: Accept the capital project "Athens Dive Waterline" CIP 21-5275

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

MOTION CARRIED 4-0

Ayes: Angier, Danel, French, Garrison

Nays:

Abstentions: None

Agenda Item 9.0 Management Report

- The Board was provided the monthly report, a copy of the bill insert for June and the Consumer Confidence Report.
- The CRWP discussed conservation and coordination in the basin; Todd has finished his term as president of the CRWP at the end of June

- The Water Management and Conservation Plan has been approved by the State of Oregon and the next Board meeting the Board will be asked to acknowledge the plan
- Staff have contracted with a firm to provide security presence 5 days a week during the summer at Riverside Park.
- Board officer elections will occur at the July board meeting
- There is no June Work Session
- The agenda setting meeting will be held on June 29 at 12:30 with Commissioners Danel and French (Comm. Angier is out of town)
- CRW offices are closed June 20 to observe Juneteenth
- July Board meeting is on July 14
- Todd thank the Board for their work on preparing to approve the agreements tonight. Also thanked Wade Hathhorn and Sara Jo with their roles at Sunrise Water and OLWS. Also thanked CRW staff for their work on

Agenda Item 11.0 Commissioner Reports and Reimbursements

- Commissioner Angier will be serving on the Executive Committee on the Regional Water Providers Consortium as the Clackamas County representative.
- Commissioner French attended the C4 meeting and the focus was around Tri-met and the funding issues
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Open meeting is adjourned 6:47pm