

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
September 14, 2023**

COMMISSIONERS PRESENT VIA ZOOM MEETING:

Sherry French President
Naomi Angier, Secretary
Tessah Danel, Treasurer
Rusty Garrison
Bob Rubitschun

STAFF PRESENT:

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

CRW Employees: CAD/GIS Technician, Mike Grose; Chief Engineer, Adam Bjornstedt; Emergency Manager, Beth McGinnis

COMMISSIONERS ABSENT:0

VISITORS: Bob Steringer, Chris Hawes; Kevin Williams, Brandi Litteral

Call Regular Meeting to Order

Commissioner French called the meeting to order at 6:04pm. The pledge of allegiance was recited, and roll call taken.

MOTION: Commissioner Rubitschun moved to approve the agenda as presented.
Commissioner Garrison seconded the motion

MOTION CARRIED 5-0

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

Public Comment- None

Consent Agenda

CA-1: Gross Payroll and Account Paid for August 2023
CA-2: Cash Position and Transfers August 2023
CA-3: Consider Approval to Purchase a Freightliner 5 Cubic Yard Dump Truck- *Adam Bjornstedt, Chief Engineer*

MOTION: Commissioner Danel moved to approve the consent agenda as presented.
Commissioner Rubitschun seconded the motion.

MOTION CARRIED 5-0

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

Agenda Item 1.0 Consider Approval of Contract with EcamSecure for Security Access System Equipment and Installation

Ms. McGinnis presented to the Board about the Security access system upgrades. One of the drivers to update and improving security was identified in the Risk and Resilience Assessment. Additionally, a consultant was hired to help staff prioritize CRW facilities as to the type of security each site and area needed to meet the identified needs from the assessment. The current security system is outdated and not compatible with current technology for security.

MOTION: Commissioner Danel move the Board to approve the contract with EcamSecure for replacing security access system and authorize the General Manager to sign the agreement. Commissioner Rubitschun seconded the motion.

MOTION CARRIED 5-0

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

Agenda Item 2.0 Consider Approval of Intergovernmental Agreement (IGA) with City of Oregon City for wholesale water supply to Thimble Creek Area

Mr. Heidgerken shared that this agreement concept has been previously shared with the Board. The agreement will allow CRW to provide water to the City of Oregon City to service the Thimble Creek Area until the City is able to serve the area.

MOTION: Commissioner Danel move to approve the Intergovernmental Agreement with City of Oregon City relating to the provision of water service to the Thimble Creek Concept Area. Commissioner Rubitschun seconded the motion.

MOTION CARRIED 5-0

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

Agenda Item 3.0 Debt Covenant Compliance Reporting fir FY 2023- Including Analysis of the Year's Revenue and Expenditures

Mr. Heidgerken shared that there is a requirement under the debt convenance policy to provide the board a letter that the district is operating with the parameters relating to debt incurred by the District.

Agenda Item 4.0 Management Report

- Brandi Litteral was introduced as the Records and Admin Coordinator

- The Monthly report was provided to the Board
- The Board received a copy of the CRWP Annual Report outlining the activities that occur under the CRWP which CRW is a member of
- CRW recently went through an OHA water system survey for the North side of the District and received the Outstanding Performance Certificate. The result of this certificate means that the survey will not be conducted again for another five years rather than the usual every three-year schedule.
- Staffing Update- Conducting CFO interviews and Lead Maintenance Technician positions. Recently advertised for a Sr. Finance & Accounting Specialist.

No public comment- None

Agenda Item 6.0 Commissioner Reports and Reimbursements

- Commissioner Angier attended the Executive Committee meeting for the RWPC Board. There was a review of the IGA that each of the members will be entering into after the RWPC Board approves it in October. Also discussed was the strategic plan for the group. Conducted a review of the Consortium budget
- Commissioner French attended the Oak Lodge meeting; considered contract approvals, looking into potential grant funding, working with DEQ to get additional time to address deficiencies. Also attended the SWA meeting; discussed the need to work with CRW to get additional water at the 152nd reservoir;

Open meeting is adjourned 7:03pm



Clackamas River Water

Monthly Update

September 2023



- Monthly Update 3
 - Purchase Order Report.....3
 - Contracts Log..... 4
 - Summary of Legal..... 4
 - Public Records Request Received 4
 - Financial Reports..... 5
 - Statistics 6
 - Activity Reports 7
- System Operations 8
 - Operation Statistics..... 8
 - Project Updates..... 9-10
- Water Resources & Water Quality 11
 - Water Distribution Charts 11
 - Sampling Reports 12
 - Regulatory 12
 - Non-Regulatory 12
 - River Flow Conditions Report..... 13

Purchase Order Report- August 2023

Purchase Order Report - August 2023

Vendor: 00123 - GRANTS PASS WATER LAB INC

PO #	Description	Total Amount
24-0046	GIARDIA & CRYPTOSPORIDIUM ANALYSIS	5,000.00

Vendor: 00124 - H D FOWLER CO INC

PO #	Description	Total Amount
24-0002	STEEL PIPE COUPLINGS- WTP PROJECT # CIP-5282	34,877.00

Vendor: 00165 - UNIVAR SOLUTIONS USA INC

PO #	Description	Total Amount
24-0054	ASCORBIC ACID	2,783.45

Vendor: 00237 - USA BLUE BOOK

PO #	Description	Total Amount
24-0049	FY24 BLANKET PO - USA BLUEBOOK	10,000.00

Vendor: 00282 - TERMINIX INTERNATIONAL INC

PO #	Description	Total Amount
23-0150	MONTHLY PEST CONTROL SERVICES	3,000.00

Vendor: 01546 - CASCADE COLUMBIA DIST CO INC

PO #	Description	Total Amount
24-0047	FY24 BLANKET PO - DENSE SODA ASH	40,000.00

Vendor: 03212 - EVOQUA WATER TECHNOLOGIES, LLC

PO #	Description	Total Amount
22-0123	ANNUAL DI SYSTEM MAINTENANCE AGREEMENT	5,097.00

Vendor: 03319 - C & R REFORESTATION

PO #	Description	Total Amount
24-0050	Easement Maintenance Clearing	11,380.00

Vendor: 03473 - HASA INC

PO #	Description	Total Amount
24-0048	FY24 BLANKET PO -	130,000.00

Vendor: 03701 - SHRED NORTHWEST LLC

PO #	Description	Total Amount
23-0149	QUARTERLY SHREDDING SERVICES	864.00

Vendor: 04044 - GOLD STANDARD DIAGNOSTICS

PO #	Description	Total Amount
24-0051	ANNUAL MAINTENANCE AGREEMENT FOR CAAS	8,000.00

Vendor: 04249 - CASCADE RIGGING INC.

PO #	Description	Total Amount
24-0052	LIFTING CHAINS AND SLINGS TESTING, REPAIR, AND REPLACEMENT	2,500.00

Vendor: 04256 - CITY WIDE FACILITY SOLUTIONS

PO #	Description	Total Amount
24-0053	FACILITY SERVICES	10,000.00

Vendor: 04486 - WESTERN WATER WORKS

PO #	Description	Total Amount
24-0045	FY24 BLANKET PO - A.Y. MCDONALD BRASS, WATERWORKS PARTS	25,000.00

Contract Log

(Executed since last board meeting August 10, 2023)

Company	Product / Service	Rates	Eff. Date	Exp. Date	New/Amended/ Extended
Portland Engineering, Inc.	On-call SCADA support	NTE \$10,000	9/6/23	12/31/23	New
Wolfe Consulting, LLC	Finance and Accounting Support	NTE \$60,000	6/20/23	12/31/23	Amended, increased the NTE

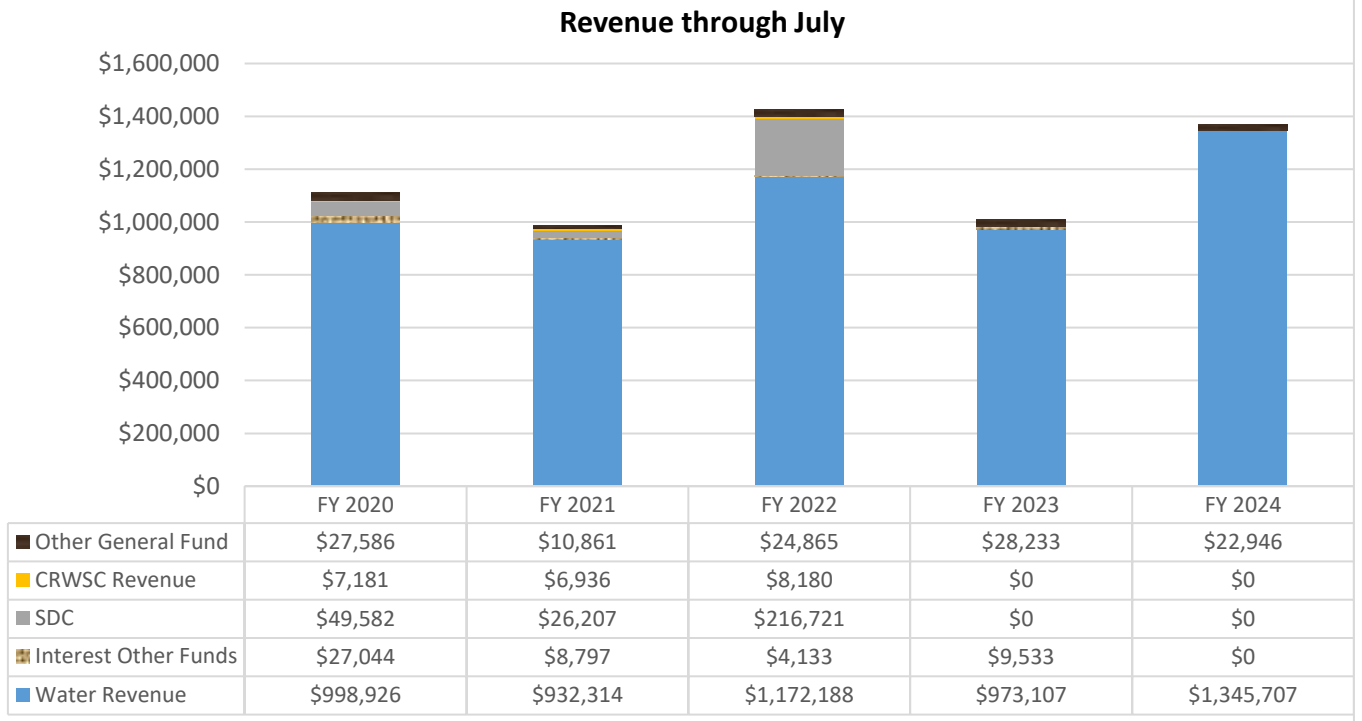
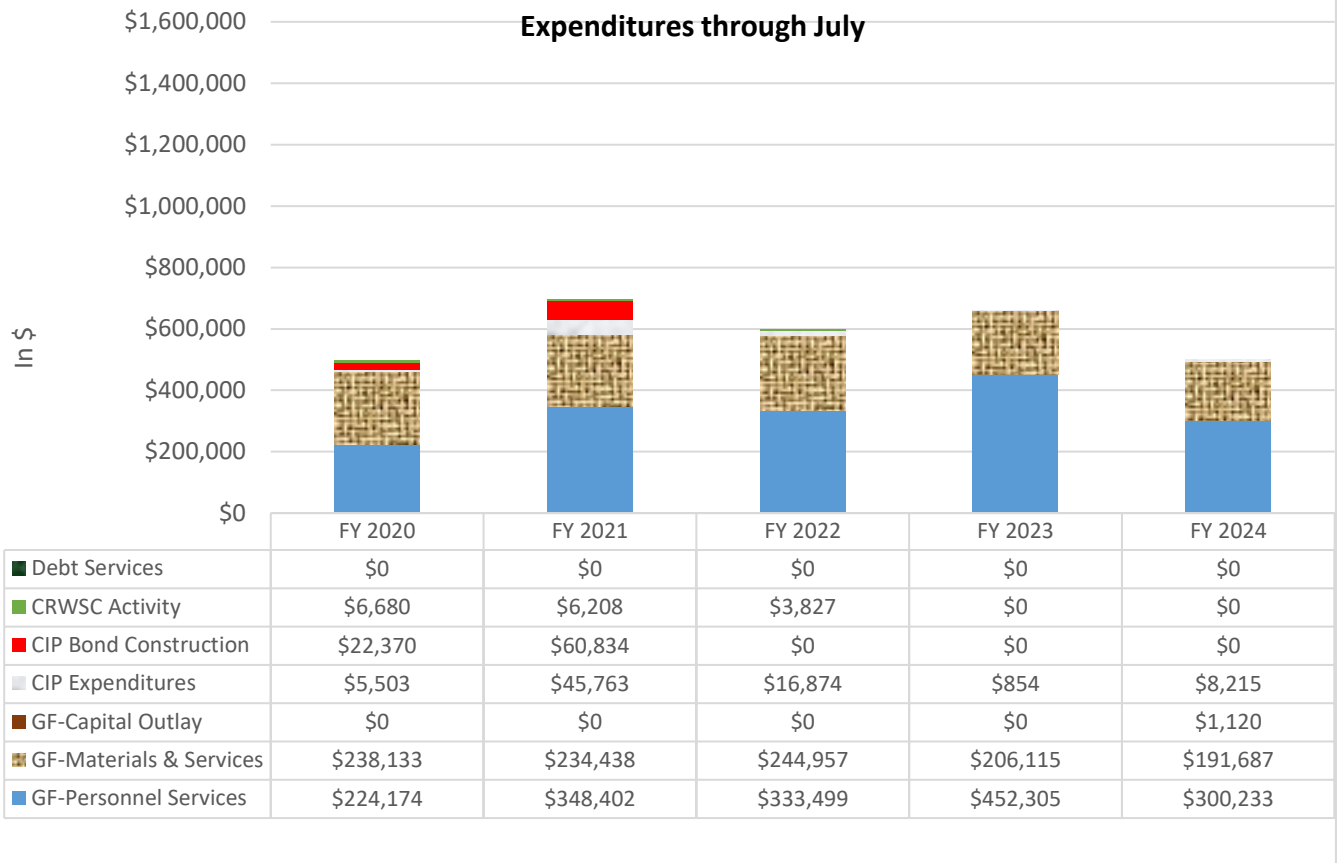
Summary of Legal

August 2023

Harrang Long Gary Rudnick monthly retainer	\$ 4,600.00
Harrang Long Gary Rudnick work outside of retainer/Client Cost	\$
Sub-contracted legal services	\$ _____
Total Legal	\$ 4,600.00

Public Records Request Received

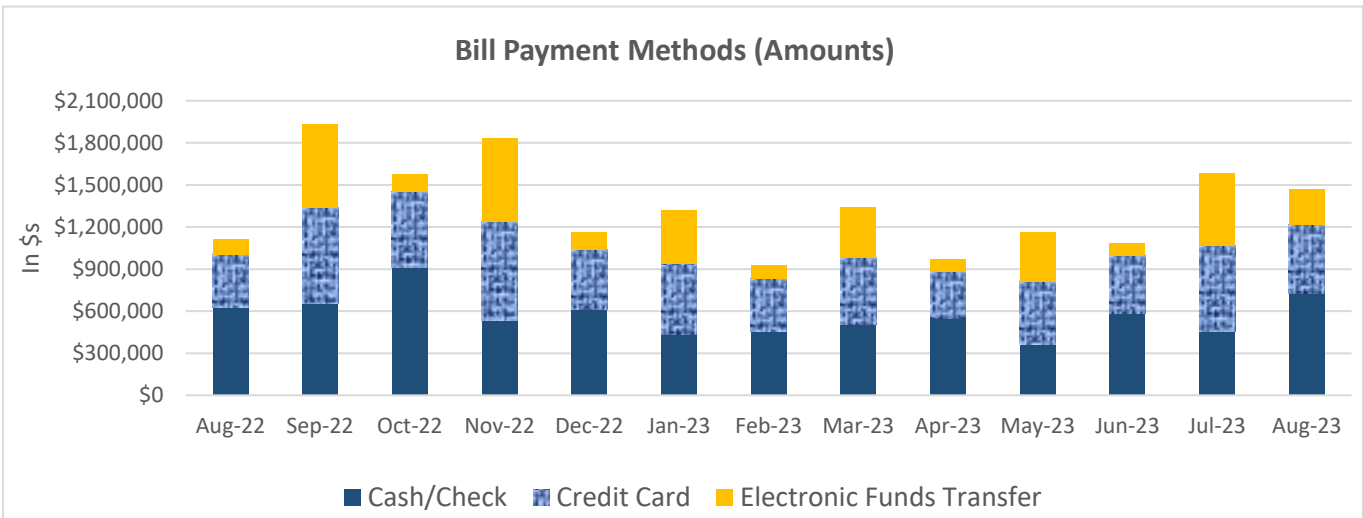
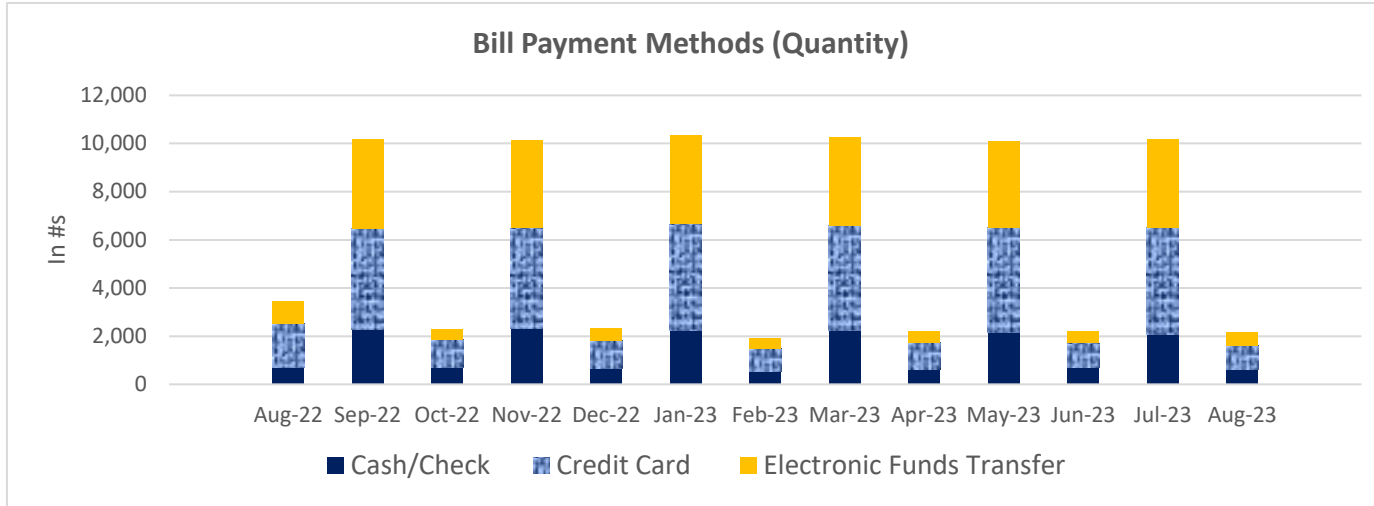
Number of Records Requests Received in August 2023 **0**



- 1) There are no SDC activity for July
- 2) Water Revenue has seen the highest July consumption compared to previous years in addition to increased rates
- 3) There are no costs for CIP Bond or CRWSC as those funds have been closed out but will be reported in the 5-year graph.
- 4) Recording interest has been delayed in July

(as of the end of August 2023)

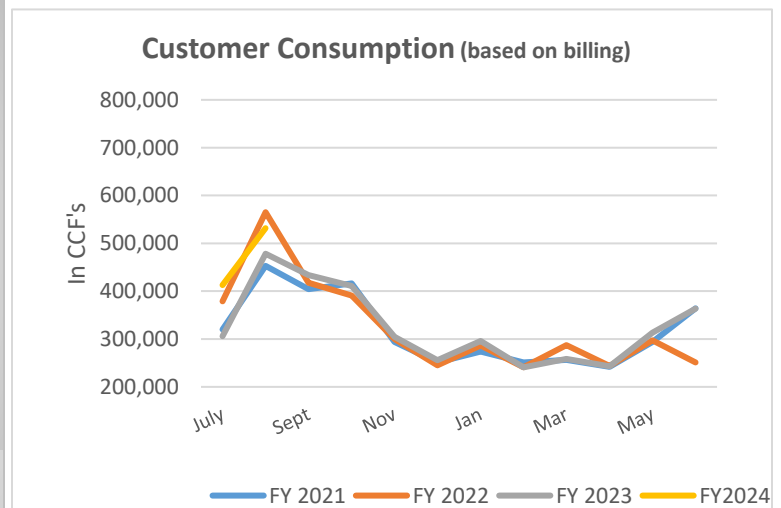
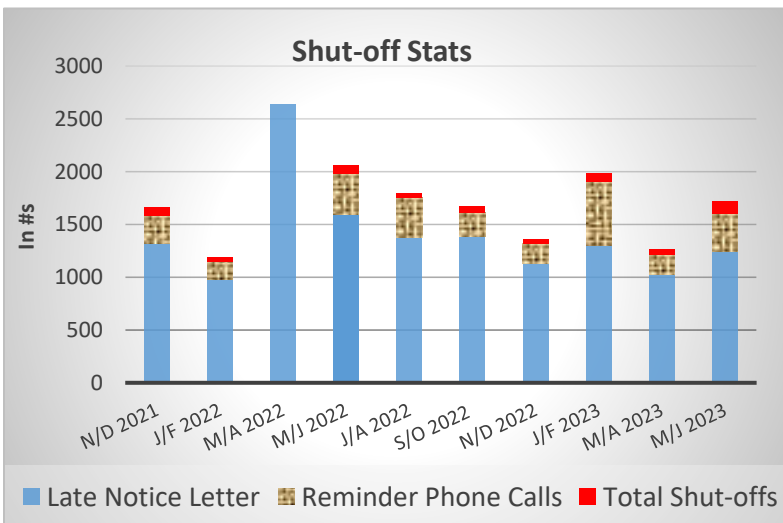
Residential Customers are billed on even months, Commercial Customers are billed on odd months.



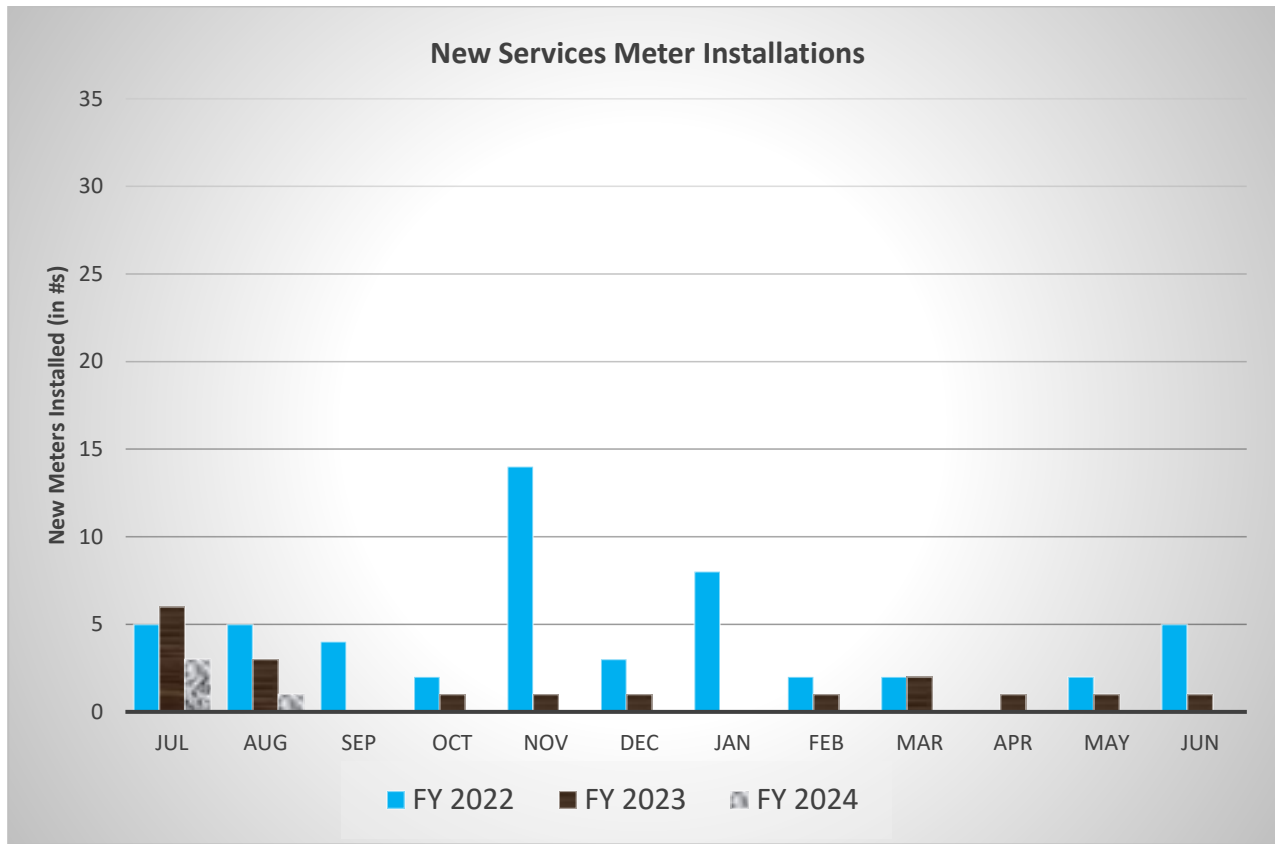
Cash/Check – Received via Lockbox, Counter

Credit Card – Received via CRW Initiated Automatic Payment, Walk-ins/Phone Calls, and Website

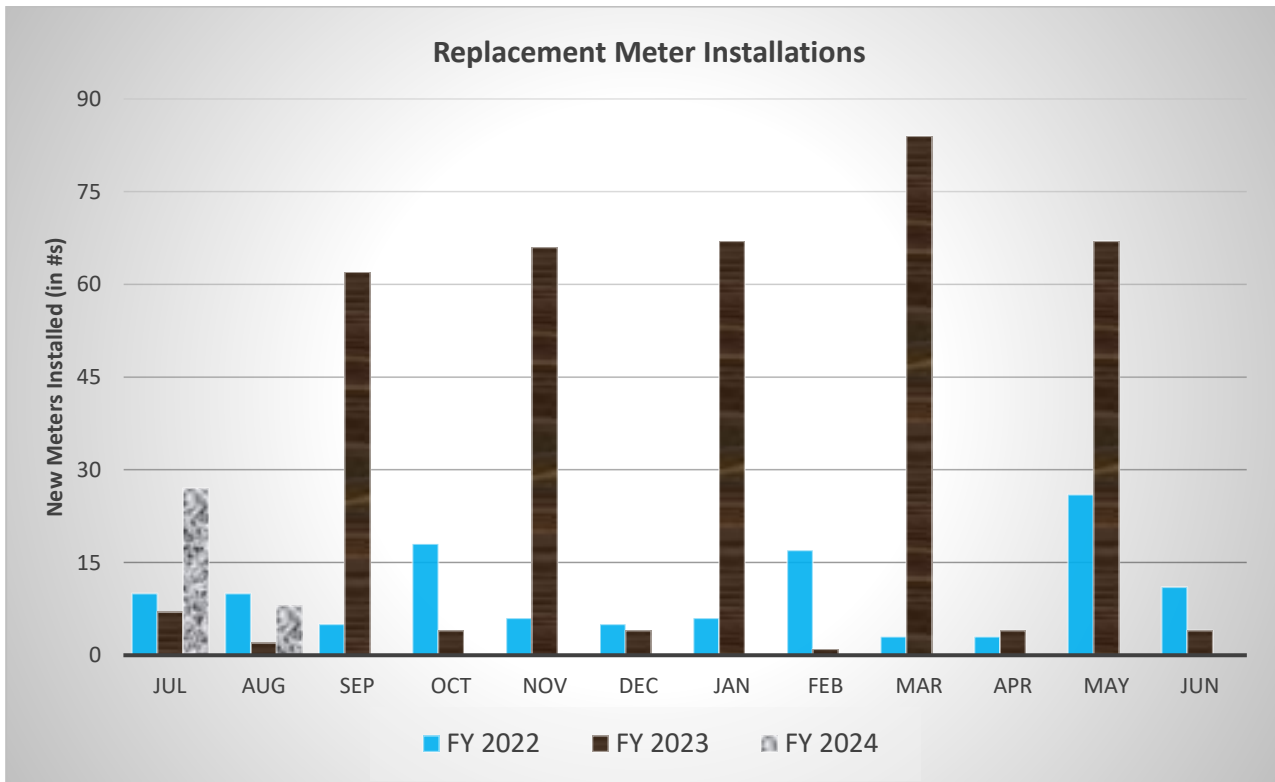
Electronic Funds Transfer – Received via Bank-to-Bank Transfer, Automatic Checking Withdrawal (RapidPay)



*Reminder Phone Calls are made during the even months. Shut offs occur the following month. **Jan/Feb late notice number is an estimate *No late notices Sept-Dec. '20; reinstated February and sent in May 2021



No new services for Sept. FY21, April F22, Sept. FY 22, Sept. FY 23, Jan FY23



Annual 2023 Goal for Meter Replacement is 350- Year to date is 262

Operation Statistics

	Leak Repairs Made (all pipe sizes)	Leak Detection Completed (miles)	Hydrant Maintenance	Locate Requests	Valve Maintenance & Mapping	After-hours Callouts	Meter Maintenance Tasks	Cross Connection Inspections
Jan. 2023	0	0.0	6	374	95	3	47	0
Feb. 2023	0	0.0	140	366	162	0	58	2
Mar. 2023	4	0.0	4	496	80	4	0	0
April 2022	1	23.7	169	378	219	7	0	0
May 2023	3	40.6	1	440	5	9	54	3
June 2023	1	9.0	188	401	124	7	0	1
July 2023	1	24.6	135	338	0	5	112	0
Aug. 2023	3	9.1	241	391	4	4	2	3
Sep. 2023								
Oct. 2023								
Nov. 2023								
Dec. 2023								
Total to Date	13	107	884	3184	689	39	273	9
2023 Annual Goal	N/A	120.0	1,110	N/A	500	N/A	N/A	96

Note - Annual maintenance goals are established based on several criteria including; AWWA Best Management Practices, identified system priority maintenance and repair focus needs, and internal/external project forecasts.

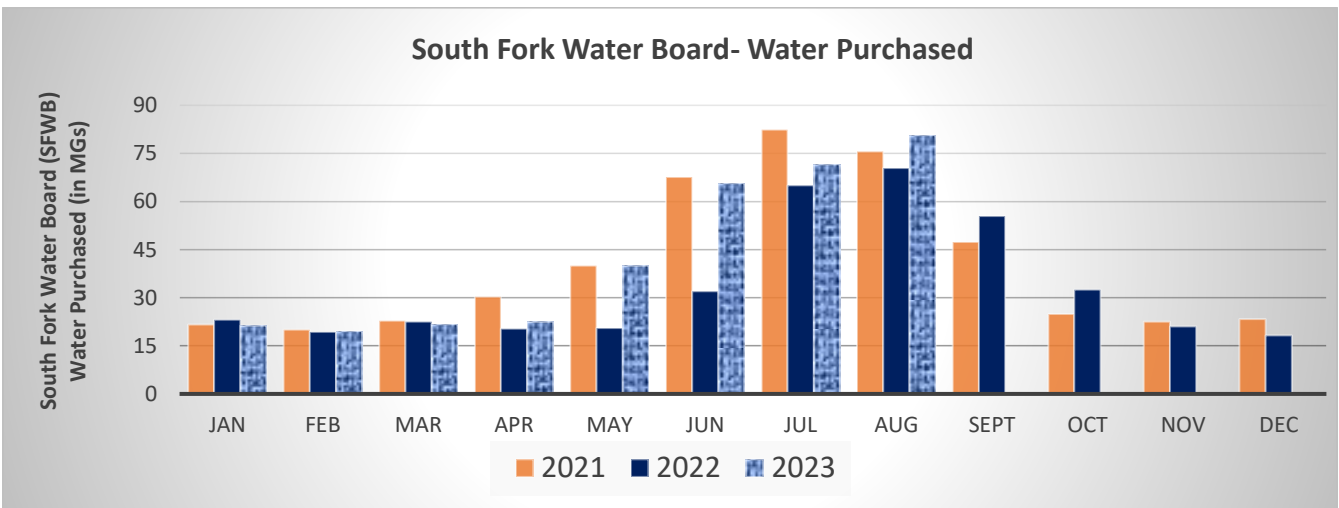
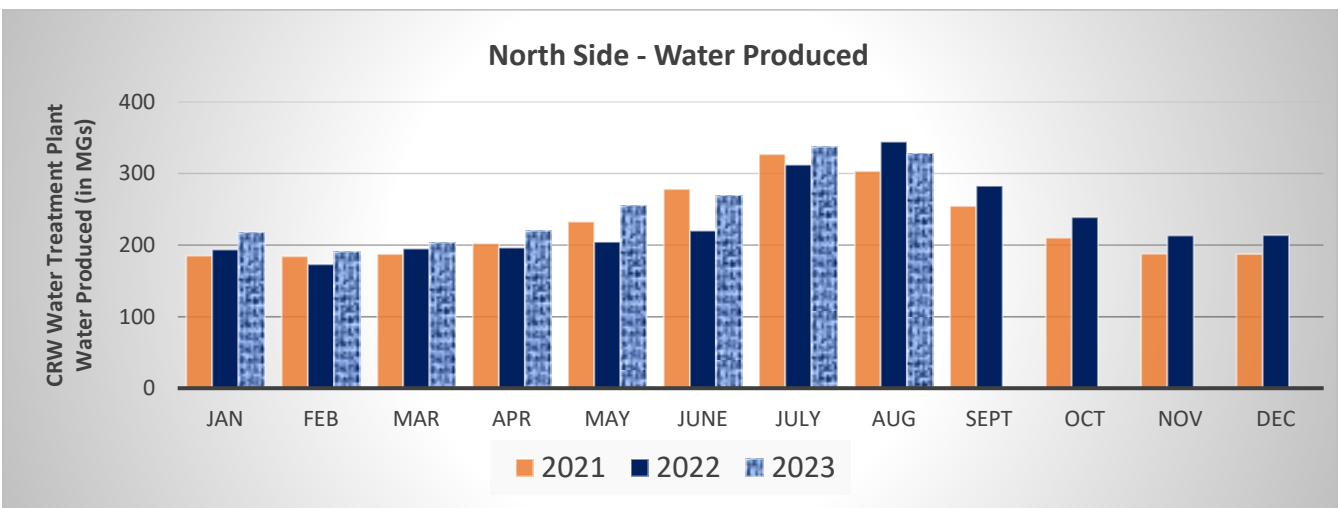
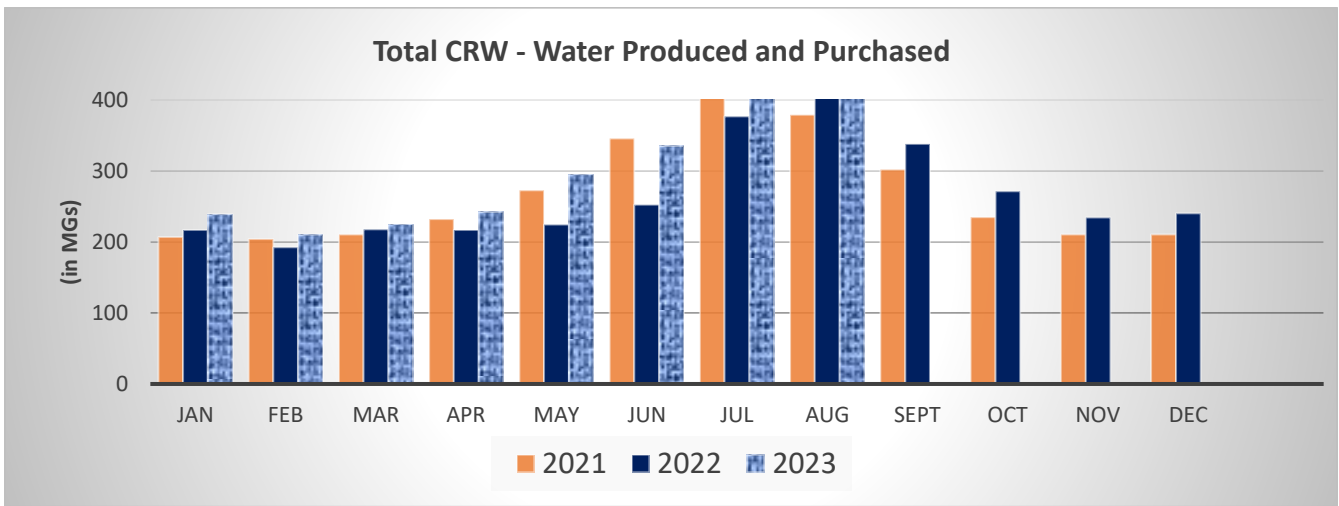
Private Project Tracking – August 2023

Project No.	Name	Description	Phase	Status
20-5262 Private	Bonaventure Senior Living	6" fire service and 3" meter	Const.	Site construction ongoing.
21-5285 Private	130 th Industrial Park	3-fire services 3-commercial services	Const.	Punch list Underway.
18-5288 Private	Copper Heights	Residential 30 lot subdivision	Const.	Sidewalk construction water service adjustments are ongoing.
21-5289 Private	224 Logistics Center	Unified Grocer site; 4 fire & 4 Domestic Services	Const.	Pending Construction start.
22-5293 Private	Crosswhite Industrial	New 6" fire service	Const.	Complete.
22-5294 Private	Clackamas CLT	8" main extension for 10 lot subdivision	Const.	Site construction underway.
22-5295 Private	Jannsen Multi-Family	New fire and domestic service for 8-plex development.	Const.	Pending Construction start.
22-5298 Private	Serres Farms Subdivision	7-lots of subdivision	Design	Design Review Underway.
23-5299 Private	Prologis Park Clackamas	4-Warehouses with Fire and domestic service	Design	Design Review Underway.

Capital Project Tracking – August 2023

Project No.	Name	Budget BN 2023-25	Total to Date*	Remaining Budget	Status
5301	Trans/CRW Impact Projects	\$250,000	\$0	\$250,000	
Utility coordination and adjustments at: Johnson Cr. Blvd at 79th Place Signals; ODOT 82nd Ave.					
5303	82 nd Dr. Waterline	\$1,041,000	\$0	\$1,041,000	In Design
Survey Scheduled for September.					
5291	I-205 Crossings:	\$1,119,000	\$0	\$1,119,000	In Design
Survey Scheduled for September.					
5306	Redland Rd. Waterline Phase 2	\$1,355,000	\$8,216	\$1,346,784	In Design
Design at 90% complete.					
5307	Redland Rd. PRV	\$1,003,000	\$0	\$1,003,000	No Activity
No Activity.					
5308	Low Lift PS Improvements	\$749,000	\$0	\$749,000	No Activity
No Activity.					
5309	WTP Structural Improvements	\$1,000,000	\$0	\$1,000,000	No Activity
Preparing consultant selection.					
5273	Redland Rd. Waterline Phase 1	\$666,000	\$879	\$665,121	Construction
Roadwork underway. Waterline construction in September.					
5270	Linwood Road Improvements	\$210,000	\$0	\$210,000	Construction
Construction is ongoing. CRW is coordinating service replacement work with the County and Contractor.					
5278	Monroe Street Improvements	\$850,000	\$97,436	\$752,564	Design in progress
Design at 30% complete.					
5280	Pump Station Chlorine	\$142,000	\$0	\$142,000	Design in progress
Designing spaces to house the new and upgraded chlorination equipment.					
5281	WTP Polymer Feed System	\$252,000	\$0	\$252,000	Design phase
Designing space and layout of proposed feed system on first floor of WTP.					
5282	WTP Filter Valve Replacement	\$1,302,000	\$13,380	\$1,288,620	Valve procurement
Valves and actuators have been ordered with delivery in October 2023. An installation contract is being prepared.					
Totals		\$9,939,000	\$119,911	\$9,819,089	

*Total expenditures for August does not include labor overhead



Information provided in shown in Calendar Years and not Fiscal Years

Regulatory

All 73 samples collected and analyzed for the August monitoring period showed no presence of coliform/*E. coli* bacteria.

Cyanotoxin Testing

Microcystin and Cylindrospermopsin sampling of our raw water began in May and occurs every two weeks for compliance.

No cyanotoxins have been detected in our raw water.

Non-Regulatory

General water quality parameters (pH, temperature, chlorine, TDS, hardness, alkalinity) were collected throughout the distribution system at 16 locations in the North and South systems.

Monthly watershed sampling was conducted at 4 long-term sampling locations for total organic carbon, nutrients (nitrate/nitrite, total phosphorus, orthophosphate, etc), coliform density, pH, dissolved oxygen, TDS, and temperature.

Quarterly sampling was conducted in raw water at the treatment plant intakes for inorganic compounds including metals, volatile organic compounds (VOCs, 21 regulated for drinking water, 36 unregulated), synthetic inorganic chemicals (SIOCs, 29 regulated for drinking water, 5 unregulated), and synthetic organic chemicals (SOCs, 29 regulated, 14 unregulated).

Weekly algae monitoring is occurring at 3 locations in the North Fork Reservoir and CRW's intakes. This work includes species monitoring with the FlowCAM and nutrient analysis.

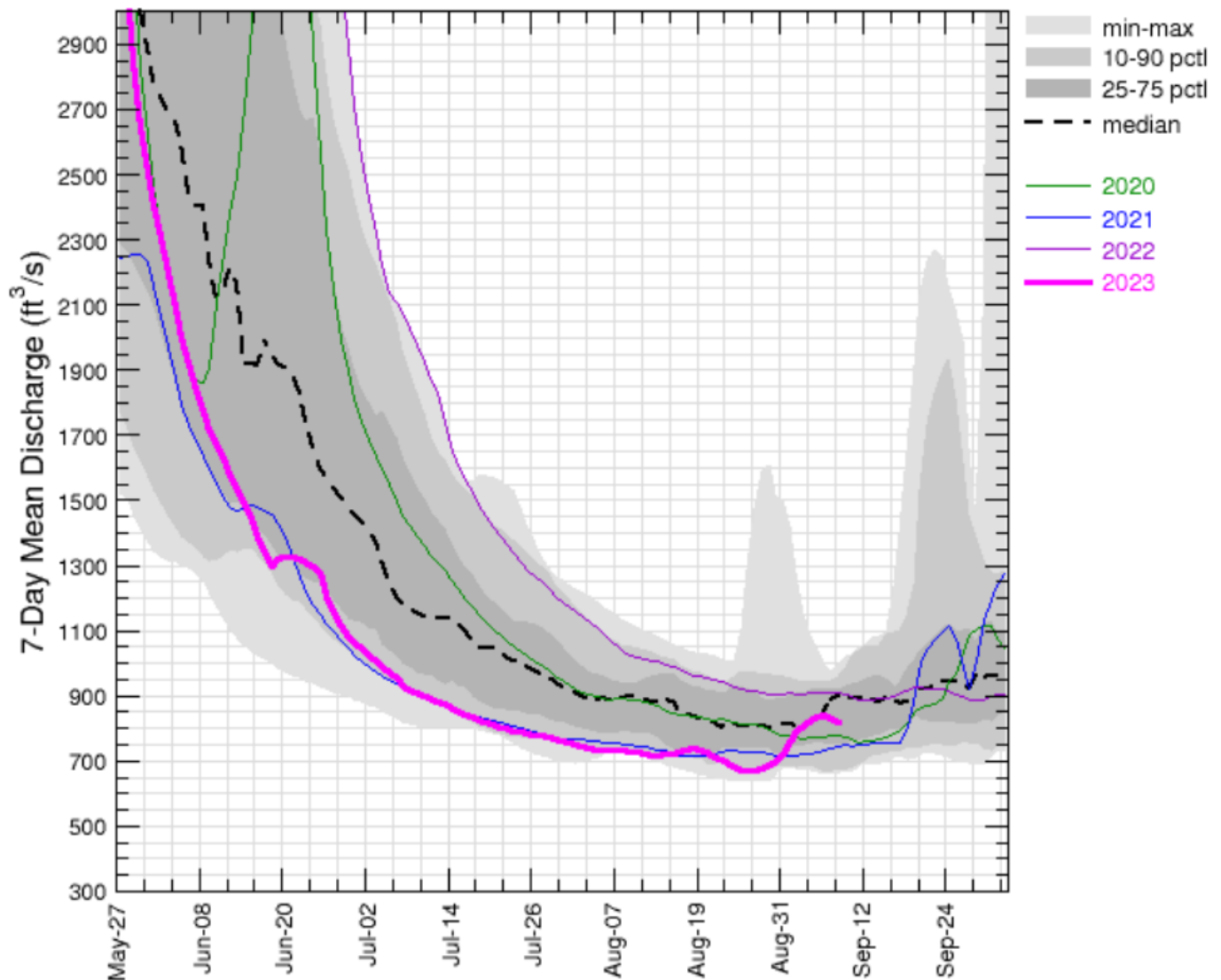
Raw & finished water was tested for giardia and cryptosporidium.

River Conditions Reports

- The current Clackamas River **7-day average streamflow is 93% of normal** (median).
- August **precipitation in the Clackamas basin was 93% of normal**. Precipitation since the beginning of the water year (October 1 – September 7) has been 77% of normal.
- **The three-month outlook (Sep-Nov)** from the NOAA Climate Prediction Center calls for a slight chance of **above normal temperatures**, and an elevated chance of **below-normal precipitation** for northwest Oregon.

Clackamas River near Oregon City, OR (14211010)

Data from U.S. Geological Survey, Jun-08-2001 to Sep-08-2023



Fri Sep 8 15:51:22 2023