

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
October 12, 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:** Chief Engineer, Adam Bjornstedt; IT Manager, Kham Keobounnam; Christa Wolfe (incoming) Chief Financial Officer

**COMMISSIONERS ABSENT:0**

**VISITORS:** Bob Steringer, Chris Hawes; Kevin Williams

**Call Regular Meeting to Order**

Commissioner French called the meeting to order at 6:00pm. The pledge of allegiance was recited, and roll call taken.

**MOTION:** Commissioner Danel moved to approve the agenda as presented. Commissioner Rubitschun 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 September 2023  
CA-2: Cash Position and Transfers September 2023

**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 Moss Adams, LLC for audit services for Fiscal years ending June 30, 2024 and June 30, 2025**

Mr. Heidgerken explained that previously the Board had approved a 5-year contract with Moss Adams for Audit and the original contract was written for three and the Board is being asked to approve the contract for the additional 2-years that were previously approved.

**MOTION:** Commissioner Danel move the Board to approve the contract with Moss Adams, LLC for audit services for the year ended June 30, 2024 through fiscal year 2025 and authorize the General Manager to sign the contract on behalf of the Clackamas River Water Board of Commissioners. 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 Settlement Agreement for pipe damage from Mesa Contracting, Inc.**

Mr. Bjornstedt shared that in 2021 Mesa Contracting caused damage to a CRW pipe during a construction project. CRW is asking the contractor to cover the repair costs as well as additional damage costs for the reduced life of the pipe. Commissioner Rubitschun asked about how CRW could do anything differently to avoid pipe damage, this instance was a private development project and CRW cannot send staff out to every site and on this job the contractor should have recognized the pipe that was identified in locates. Commissioner Garrison asked if CRW was a party to the work but asked that there is an easement for the CRW pipe and how the pipe was missed.

**MOTION:** Commissioner Danel move to approve the settlement agreement for pipe damage with mesa Contracting, Inc., including the settlement due CRW of \$45,000, and authorize the Board President to sign the agreement. Commissioner Rubitschun seconded the motion.

**MOTION CARRIED 5-0**

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

**Agenda Item 3.0 Consider Approval of Intergovernmental Agreement (IGA) extension with Clackamas County, Oregon housing community services and CRW for Low-Income housing water assistance (LIHWA) program.**

Mr. Heidgerken shared that this is an extension of an IGA that the Board previously approved. The program received additional funding to extend the program and the Board is being asked to approve the extension and allow qualified CRW customers to take advantage of the program.

**MOTION:** Commissioner Danel move to approve the Intergovernmental Agreement extension with Clackamas County for the Low-income Housing Water Assistance (LIHWA) Program. Commissioner Rubitschun seconded the motion

**MOTION CARRIED 5-0**

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

**Nays:**

**Abstentions:** None

**Agenda Item 4.0 Management Report**

- The Board received the monthly report, the October billing insert, the CRWP newsletter and calendar and Commissioner reports.
- CRW participates in a reimbursement grant through the State of Oregon Marine Board for a portion of Riverside Park expenses.
- The Regional Water Providers Consortium members held an emergency drill at Riverside Park to demonstrate and test water treatment and distribution equipment.
- Recruitments- Still recruiting for the Water Resources Manager position, the Sr. Waterworks Mechanic, and Lead Maintenance Technician. Christa Wolfe has accepted the CFO position and will begin on October 16 with the District.

**No public comment- None**

**Agenda Item 6.0 Commissioner Reports and Reimbursements**

- Commissioner Angier- attended the SDAO Metro lunch that focused on housing in the state.
- Commissioner Garrison- attended the NCCWC meeting (written report attached)
- Commissioner Rubitschun- attended the Regional Water Providers Consortium Board meeting as an alternate for Commissioner Angier (written report attached). He also attended the Watershed tour with CRWP, touring areas affected by the 2020 fires and there was a focus on conservation.
- Commissioner French- attended the Emergency Equipment drill at Riverside Park held in September. Attended the Sunrise Authority Board meeting and the Oak Lodge board meeting. Also attended C-4 and MPAC.

**Open meeting is adjourned 6:46pm**

**NCCWC Meeting report** to CRW Board and CRW GM. Thu Sep 28, 2023 (hybrid-lbg online)

**Regular meeting** Convened meeting at 5:30 PM. Approved agenda; approved minutes of Jun 22, 2023 meeting; approved consent agenda as follows: Jun/Jul/Aug 2023 checks, appointment of legal counsel of record (Cable Huston, LLC), appointment of Insurance agent of record (Brown & Brown, Inc.).

**Board discussion:** Election of officers for Fy 2023-2024/Master Plan and CIP update/Emergency pipeline restoration update

**New Officers** are Paul Gornick, Chair; Chris Hawes, Vice-Chair

**Master Plan update** Present plant capacity is about 18 MGD. Projected 20-year peak day demand for members is about 9 MGD for Oak lodge and Gladstone, and about 21 MGD for Sunrise. Transmission capacity to Sunrise limits its draw to about 10 MGD, however, with the remainder served through contracts with CRW, or their wells. For the foreseeable future NCCWC should provide a stable supply to Gladstone and Oak Lodge, with additional water to serve Sunrise.

The 20-year capital improvement plan includes renewing slow sand beds in 2024-25, intake upgrades in 2026, replacement of membranes in 2027, and the addition of on-site chlorination in 2028. This activity will be followed by on-going equipment replacement and facility repair, including seismic upgrades in 2029-2033.

The estimated total cost in 2023 dollars is about \$19M. Funding strategy includes mainly plant reserves, and some portion from unreturned “true up” funds held in reserve each FY. It appears that NCCWC is on track to adequately fund its future capital needs. A final version of the plan will be presented in January.

**Emergency pipeline restoration update** NCCWC is working with RH2 Engineering regarding documentation of the abandoned LO raw water pipeline under the Willamette River, turned over to NCCWC, and being considered as a future emergency intertie across the river.

**Received YTD production and financial statements**, Gail Stevens, finance Director.

May: 299 MG produced/purchased; includes 89 MG purchased from CRW

Jun: 458 MG produced/purchased; includes 86 MG purchased from CRW.

Jul: 532 MG produced/purchased; includes 96 MG purchased from CRW.

**Received Operations Report**, Joe Rogers, Plant Supervisor

NCCWC welcomed a new operator, Nam Ngo, previously with Joint Water Commission. Working with SWA engineers regarding the final slow sand filter sand replacement, hoping to start in January 2024. Performing routine maintenance on the membrane units in preparation for the sand replacement.

**Received General Manager Report**, Wade Hathorn

Noted that the Water Watch suit had ended in denial of requested review of Clackamas

water permits, after 17 years, and this marks the implementation of in stream flow requirement of 650 CFS at the USGS gage at Oregon City. Reviewed process for water release from Timothy Lake, i.e., request release by PGE in consult with ODFW, and consider fish spawning activity, approximately commencing in October. Reported snowpack is off to an early start and has remained around historical medians. February, however, was relatively dry, although snowpack remains on track.

**Convened Contract Review Board meeting** Three bids for second phase of sand renewal were received, all close, around \$2M. The price for the NSF-specified sand from Knife River was much higher than for the first sand replacement, \$165/ton. They are not ready to accept any of the bids because of this. Looking into remedies, Knife River, at their Willamette river plant south of Champoeg Park, is the sole source for the commodity.

The meeting was adjourned at 7:32 PM.

R/s, Rusty Garrison CRW Commissioner

Regional Water Providers Consortium Board Meeting  
10/04/2023  
6:30-8:30pm

Bob Rubitschun filling in for Naomi Angier (previous commitment). I attended via zoom conferencing. Also, Todd Heidgerken attended the meeting via zoom.

This meeting was a return to “live” meetings following the COVID-19 Pandemic but was offered in a hybrid format with some members in-person and others attending via Zoom conferencing. It appeared that most members attended via zoom conferencing as the in-person attendees were sparsely gathered around a table in a large conference room.

The meeting format was much less formal than a CRW Board Meeting—no pledge of allegiance and much less structured call to start the meeting, conduct business and to close the meeting.

Introductions with a topic of sharing a personal experience of a time when you encountered a natural disaster. Members shared experiences with floods, hurricanes, tornados, volcano eruptions, wind storms, earthquakes, forest fires, etc. Their tales revealed the importance of being prepared for the unexpected. Actions by both professionals and everyday people made a huge difference in surviving the natural disaster and the eventual outcome. This was a very appropriate exercise and one that CRW might want to consider as part of our board meeting when covering topics of preparedness.

No public comments

Two members were nominated and approved for At-large Executive Committee members. One additional person expressed an interest and will discuss the commitment outside this meeting.

Strategic Plan was in final draft form but not ready for a final vote. Solicited more input.

Sunrise stated that they were in the 2<sup>nd</sup> year in their program for rate relief for low income. There’s some discussion at the state level and it’s becoming part of the political narrative. The consortium doesn’t control rates and there’s no imminent statewide mandates. This was a “heads up” statement.

Final IGA approved and looking for adoption by the member organizations. Goal is to have Consortium members approve and adoption IGA amendments by June, 2024. Current IGA is active until it goes through all member boards. Next focus will be to update the by-laws.

2024-2025 Budget. Surplus (\$125,000) from slower than expected spending. Increase costs for next budget cycle and the addition of new initiatives. Expected increase in dues is 6%. Would like to get feedback from member organizations if this is acceptable.

Director's Report:  
Camp Creek Fire  
Workshops for Emergency Drinking Water  
Value of Connection (Councils/Boards)

Program Report  
Media Campaigns  
-Water conservation (excellent video)  
-Emergency preparedness  
Spending Chart, TV, radio, digital, English, Spanish, etc.  
KATU is the consortium's media partner  
Equipment Drill

Update on the Camp Creek Fire- Portland Water Bureau  
A "big" thank you for everyone's assistance  
Peer-to-peer assistance  
Relationships matter  
Good situation—firefighting resources and good weather conditions  
No further spread expected, not 100% contained but that's not the goal  
Might have isolated flare-ups in the fall, winter and spring  
Low risk level (type 14 lowest)  
Local forest back open  
Monitoring turbidity  
No in-take issues  
Running a 50/50 blend from Bull Run and Ground Water  
The fire situation is in good shape and no concerns exist for future spread.

Meeting adjourned

Takeaways:  
The hybrid meeting worked.  
The consortium creates resources beneficial to all member organizations.  
We're all stronger when we work together for a common goal.  
The consortium helps to build a cooperative spirit amongst the various water providers.  
CRW should create links on our website to media and educational resources created by and for the consortium. Leverage their work for the benefit of the district.



**Clackamas River Water**

# **Monthly Update**

***October 2023***





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Purchase Order Report- September 2023

Purchase Order Report - September 2023

Vendor: 00287 - ENVIRONMENTAL RESOURCE ASSOC

PO #	Description	Total Amount
24-0063	MICROBIOLOGY PROFICIENCY TESTING ORGANISMS	913.37

Vendor: 01653 - NORTHSIDE FORD TRUCK SALES INC

PO #	Description	Total Amount
24-0057	SERVICE AND REPAIR ON FORD VEHICLES	10,000.00

Vendor: 03212 - EVOQUA WATER TECHNOLOGIES, LLC

PO #	Description	Total Amount
24-0056	DI WATER ANNUAL SERVICE AGREEMENT	5,000.00

Vendor: 03699 - ROSE CITY AWNING AND FLAG LC

PO #	Description	Total Amount
24-0058	ADMIN. BLDG. AWNING REPLACEMENT	9,795.43

Vendor: 04044 - GOLD STANDARD DIAGNOSTICS HORS

PO #	Description	Total Amount
24-0061	CYANOTOXIN TESTING SUPPLIES	2,445.10

Vendor: 04320 - CHOWN INC

PO #	Description	Total Amount
23-0124	CRW FACILITIES LOCK & KEY CONVERSION	21,288.42

Vendor: 04376 - JDC BUSINESS GROUP INC, EXECUTIVE FORUM

PO #	Description	Total Amount
24-0059	LEADERSHIP TRAINING AND MATERIALS	10,000.00

Vendor: 04379 - GLOBAL MAINTENANCE & PAINTING

PO #	Description	Total Amount
24-0055	EXTERIOR PAINTING - SOFFIT, FASICA, DOORS	6,400.00

Vendor: 04419 - ECAMSECURE

PO #	Description	Total Amount
24-0060	MONTHLY DATA FEES FOR CAMERAS AT PARK	900.00

Vendor: 04532 - MCCAMPBELL ANALYTICAL, INC

PO #	Description	Total Amount
24-0062	UCMR5 WATER TESTING	3,840.00

## Contract Log

(Executed since last board meeting September 14, 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
Ecamssecure	Security system equipment & labor	NTE \$199,948	9/14/23	3/31/24	New. Approved by the Board 9/14/23
Ecamssecure	Security monitoring and maintenance	NTE \$75,000	10/1/23	6/30/25	New
Matt Westbrook, LLC	Grant Compliance Assistance	NTE \$15,000	9/11/23	6/30/24	New
Wolfe Consulting, LLC	Finance and Accounting Support	NTE \$60,000	6/20/23	12/31/23	Amended, increased the NTE

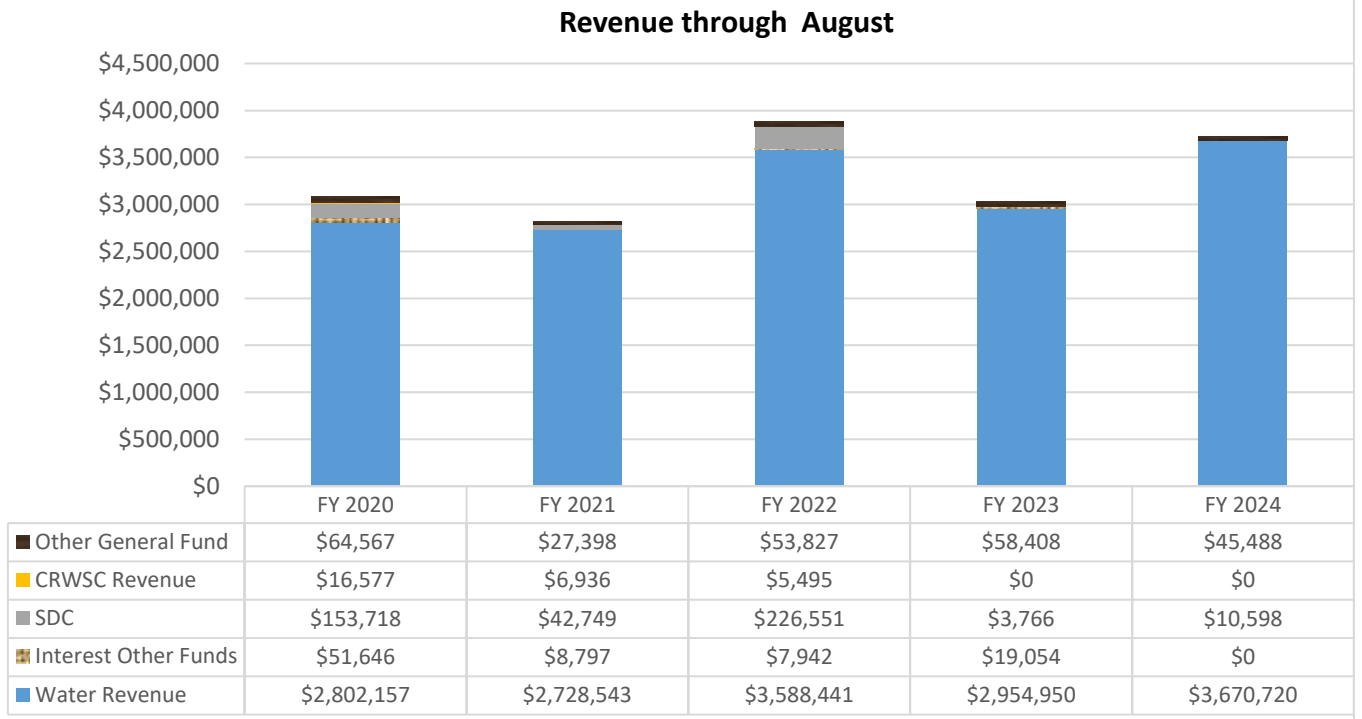
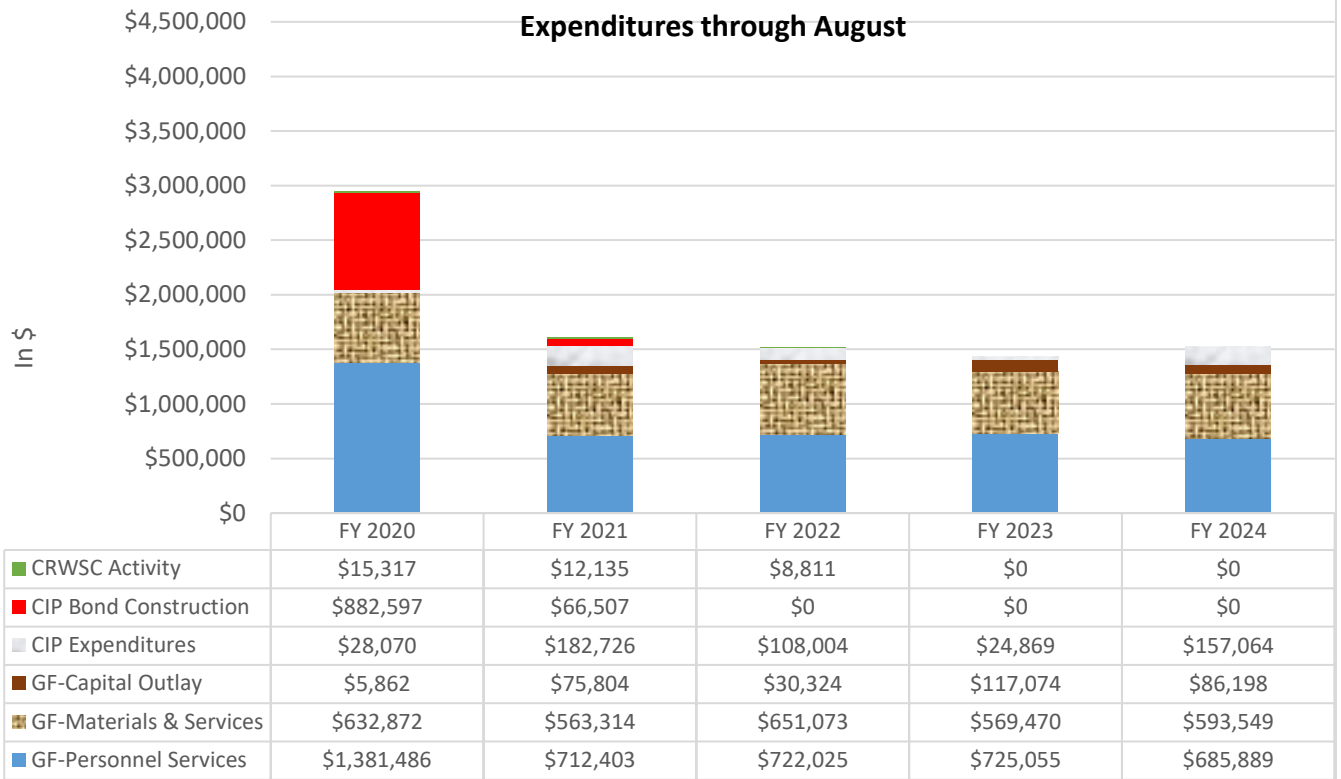
## Summary of Legal

### September 2023

Harrang Long Gary Rudnick monthly retainer	\$ 4,600.00
Harrang Long Gary Rudnick work outside of retainer/Client Cost	\$ 163.99
Sub-contracted legal services	\$ _____
<b>Total Legal</b>	<b>\$ 4,763.99</b>

## Public Records Request Received

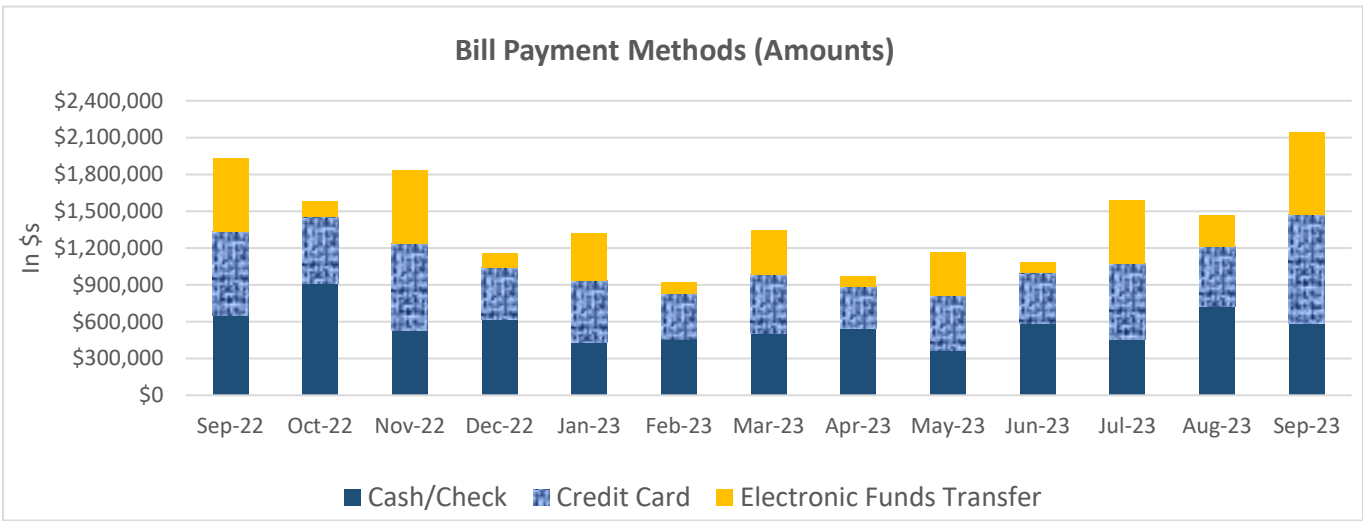
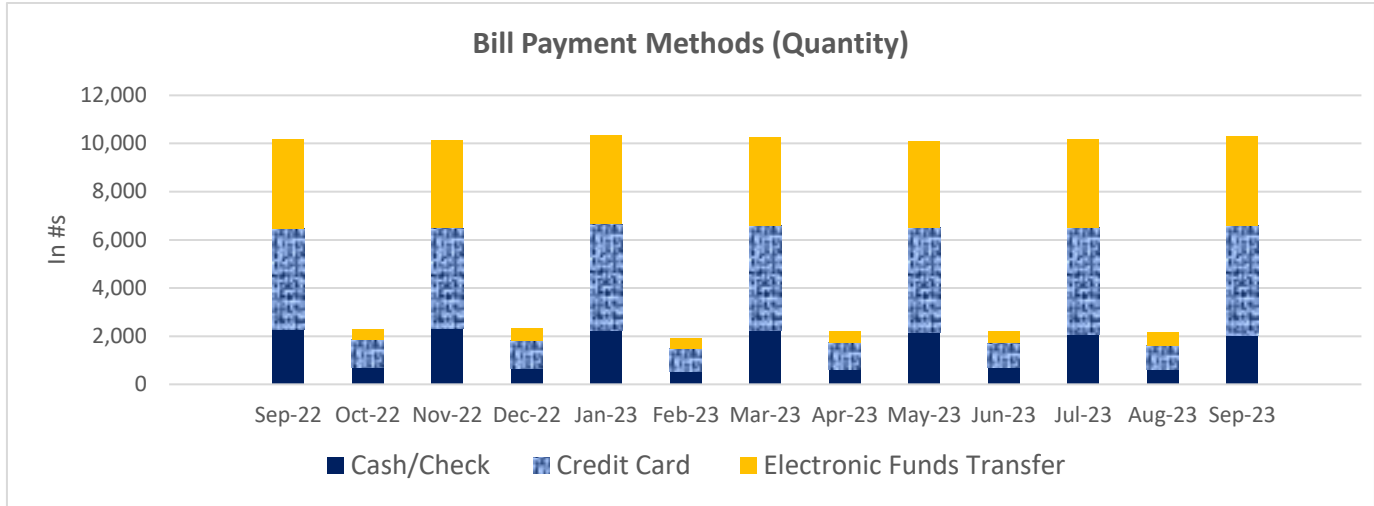
**Number of Records Requests Received in September 2023** **0**



1) Water Revenue has seen the highest consumption compared to previous years 2) 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. 3) Recording interest has been delayed in July and August

(as of the end of September 2023)

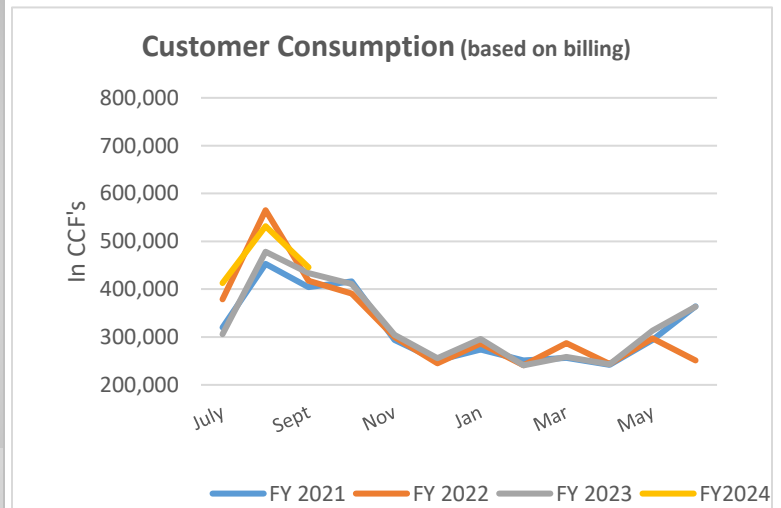
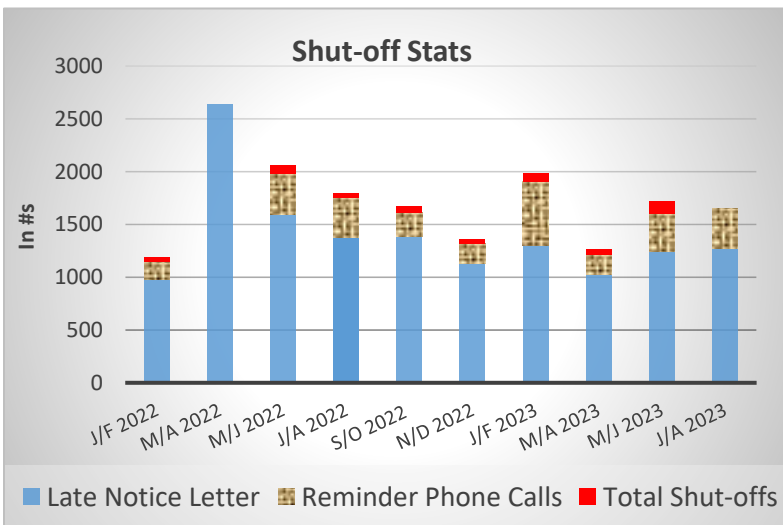
Residential Customers are billed on even months, Commercial Customers are billed on odd months.



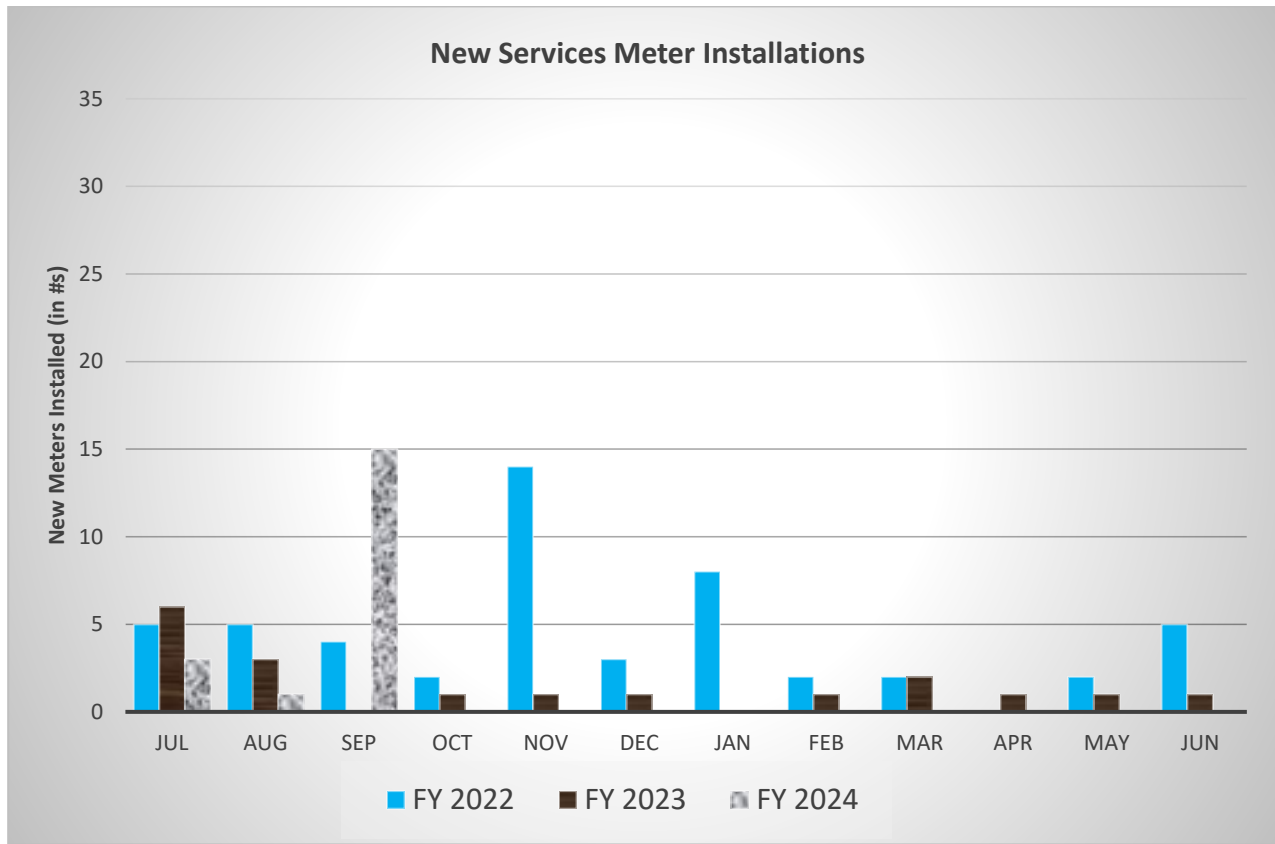
Cash/Check – Received via Lockbox, Counter

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

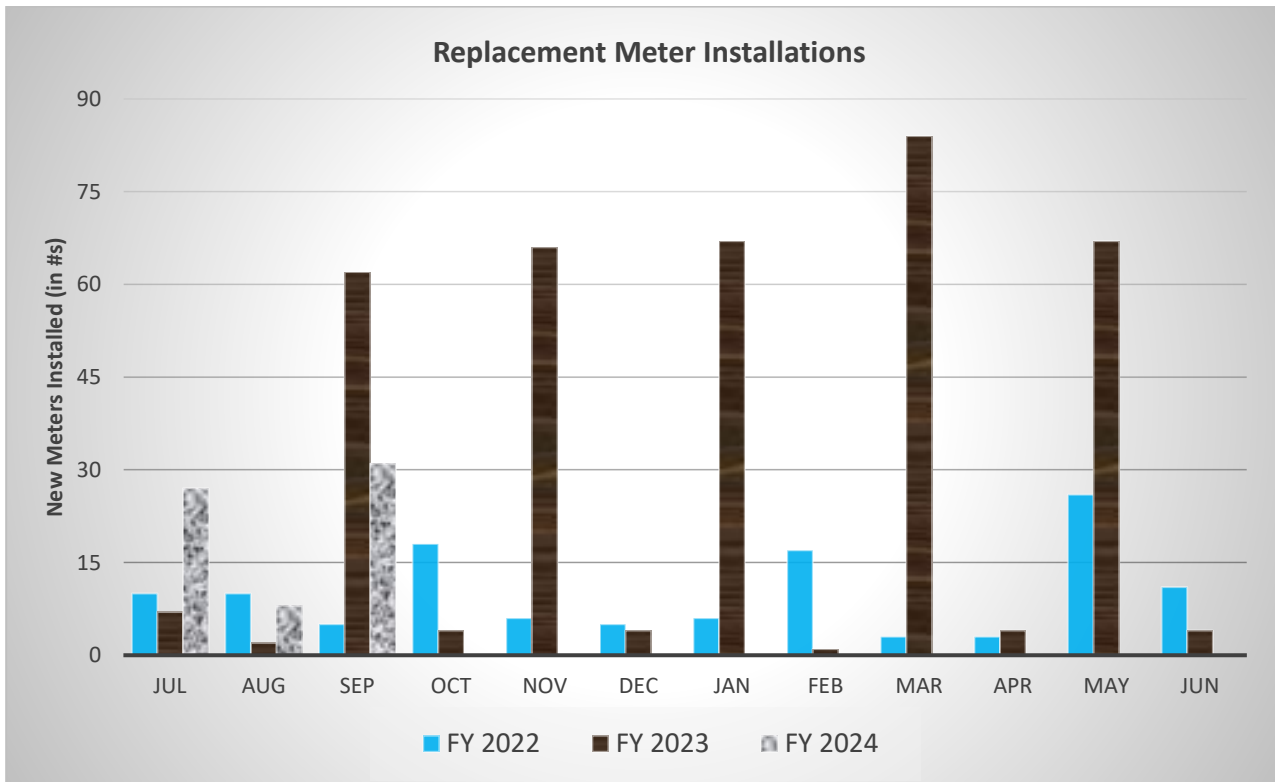
Electronic Funds Transfer – Received via Bank-to-Bank Transfer, Automatic Checking Withdrawal (RapidPay)



\*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 350**

## 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	2	29.2	114	381	2	2	81	0
Oct. 2023								
Nov. 2023								
Dec. 2023								
<b>Total to Date</b>	<b>15</b>	<b>136.2</b>	<b>998</b>	<b>3565</b>	<b>691</b>	<b>41</b>	<b>354</b>	<b>9</b>
<b>2023 Annual Goal</b>	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 – September 2023

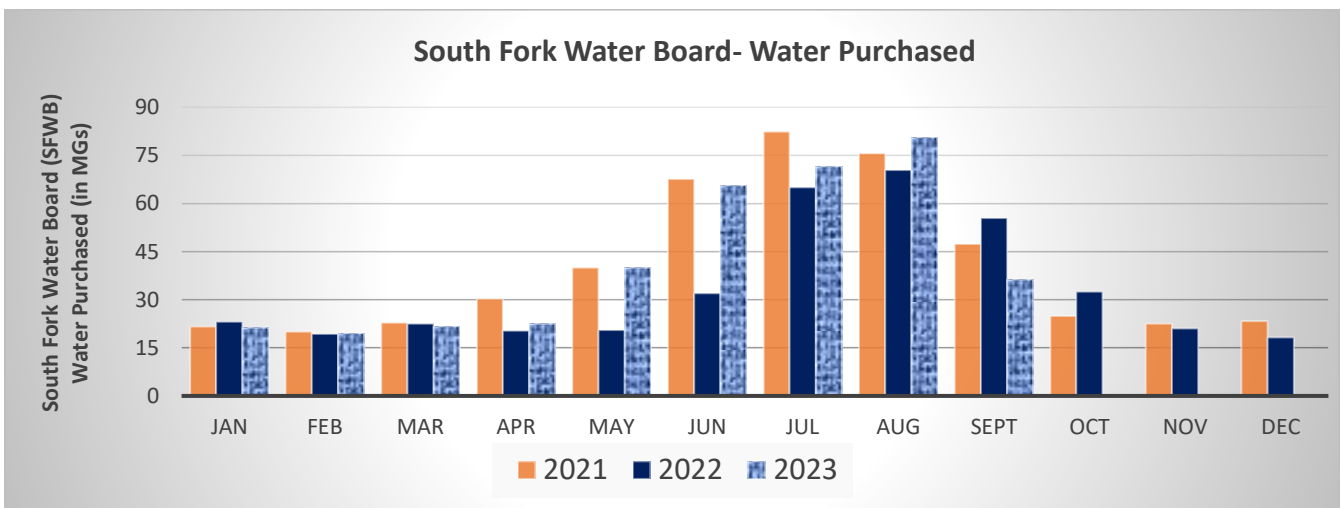
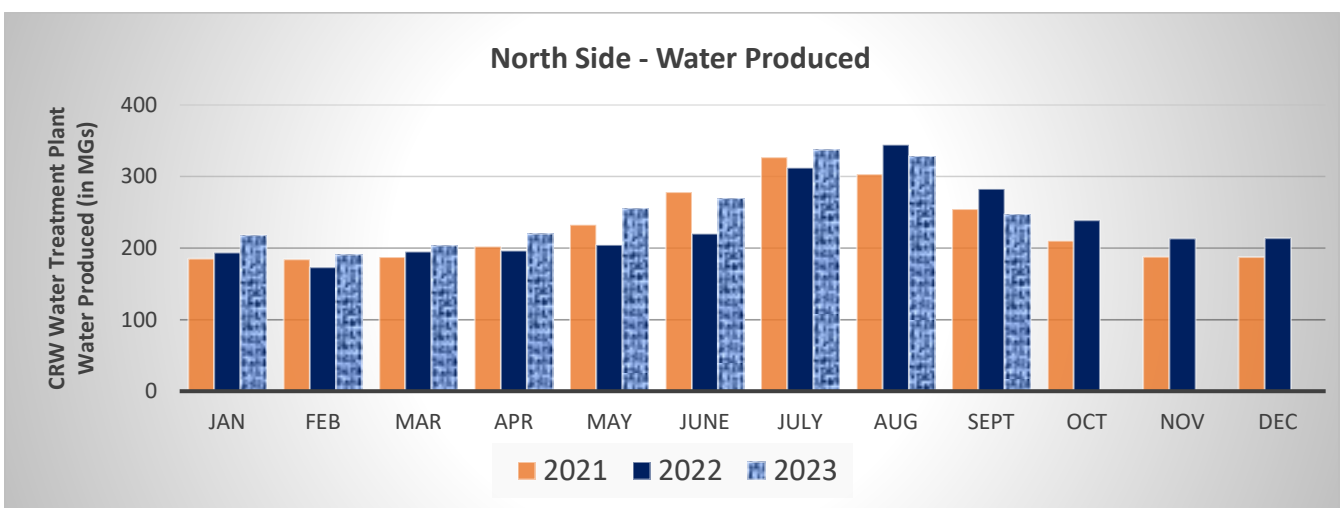
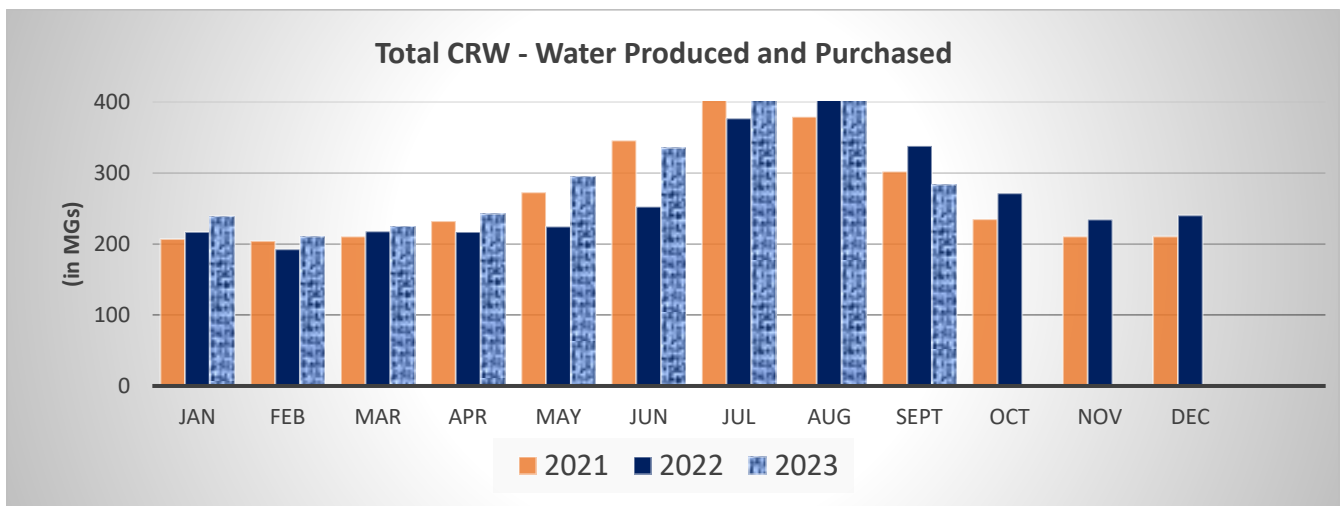
Project No.	Name	Description	Phase	Status
<b>20-5262 Private</b>	Bonaventure Senior Living	6" fire service and 3" meter	Const.	Site construction ongoing.
<b>21-5285 Private</b>	130 <sup>th</sup> Industrial Park	3-fire services 3-commercial services	Const.	Punch list Underway.
<b>18-5288 Private</b>	Copper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



## Capital Project Tracking – September 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 <sup>nd</sup> Dr. Waterline	\$1,041,000	\$1,688	\$1,039,312	In Design
Survey nearly complete. Preparing to hire design consultant.					
5291	I-205 Crossings:	\$1,119,000	\$1,297	\$1,117,703	In Design
Survey nearly complete. Preparing to hire design consultant.					
5306	Redland Rd. Waterline Phase 2	\$1,355,000	\$15,186	\$1,339,814	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	\$5,916	\$660,084	Construction
Roadwork underway. Waterline construction ongoing.					
5270	Linwood Road Improvements	\$210,000	\$46,313	\$163,687	Construction
Construction is ongoing. CRW is coordinating service replacement work with the County and Contractor.					
5278	Monroe Street Improvements	\$850,000	\$28,148	\$821,852	Design in progress
Design at 30% complete. Coordinating with County road design.					
5280	Pump Station Chlorine	\$142,000	\$123	\$141,877	Design in progress
Designing spaces to house the new and upgraded chlorination equipment.					
5281	WTP Polymer Feed System	\$252,000	\$82	\$251,918	Design phase
Designing space and layout of proposed feed system on first floor of WTP.					
5282	WTP Filter Valve Replacement	\$1,302,000	\$19,635	\$1,282,365	Valve procurement
Valves and actuators have been ordered with delivery in October 2023. An installation contract is being prepared.					
	<b>Totals</b>	\$9,939,000	\$118,388	\$9,820,612	

\*Total expenditures for September 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 September 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 through October for compliance, and the samples are analyzed at our in-house accredited laboratory.

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.

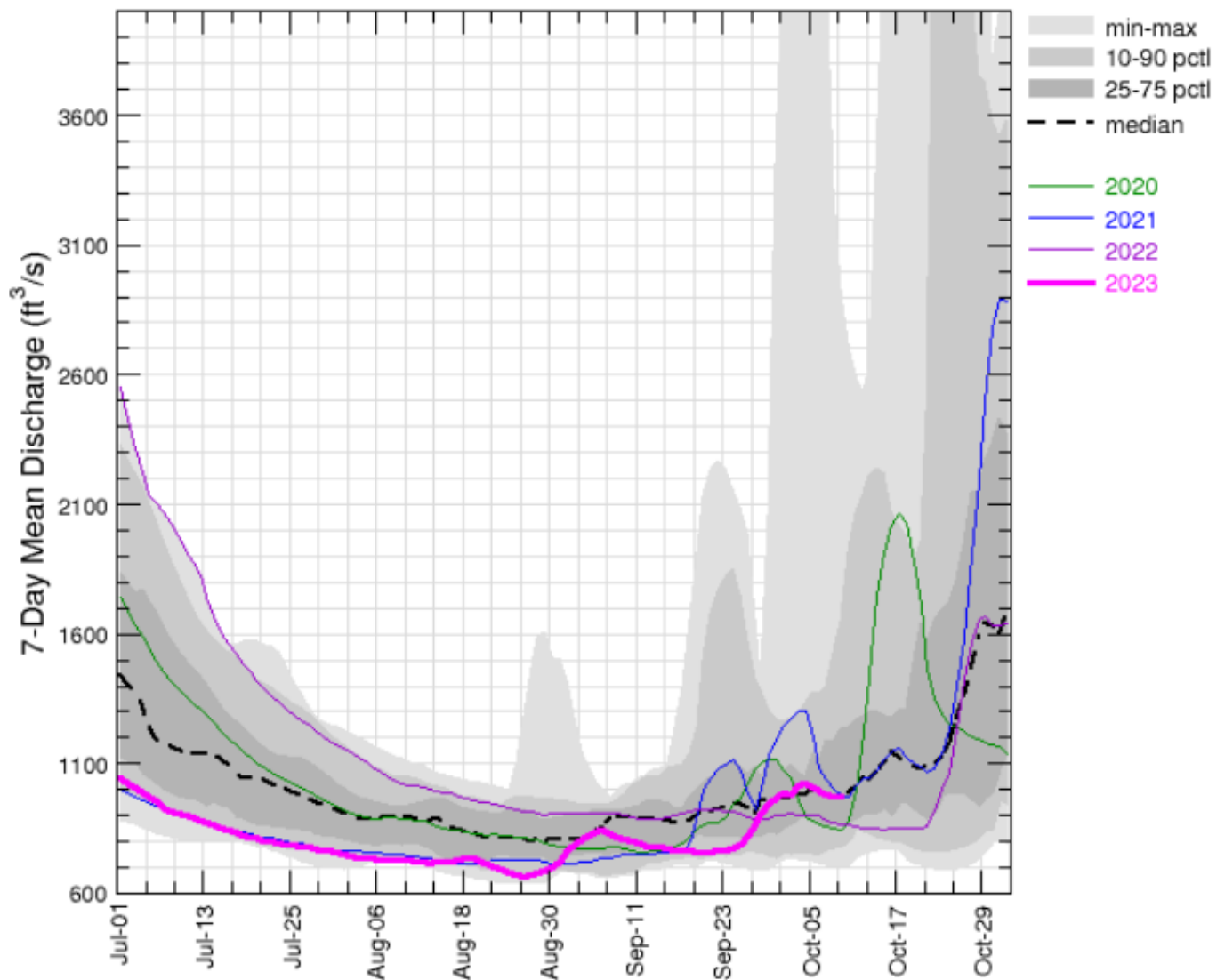
Weekly algae monitoring is occurring at 3 locations in the North Fork Reservoir and CRW's intakes. This work includes species monitoring with the FlowCAM and nutrient analysis.

## River Conditions Reports

- The current Clackamas River **7-day average streamflow is 100% of normal** (median).
- September **precipitation in the Clackamas basin was 114% of normal**. Precipitation for the water year (October 1 – September 30) was 79% of normal.
- **The three-month outlook Oct-Dec** from the NOAA Climate Prediction Center calls for a likely chance of **above normal temperatures**, and a slightly 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 Oct-09-2023



Mon Oct 9 16:37:13 2023