

**CLACKAMAS RIVER WATER BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
March 14, 2024**

COMMISSIONERS PRESENT:

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

STAFF PRESENT:

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

CRW Employees: IT Manager, Kham Keobounnam;
Engineering Manager, Joe Eskew; Chief Engineer,
Adam Bjornstedt

COMMISSIONERS ABSENT:0

VISITORS: Bob Steringer, Chris Hawes, Kevin Williams

Call Regular Meeting to Order

Commissioner French called the meeting to order at 6:02pm. The pledge of allegiance was recited

MOTION: Commissioner Danel moved to approve the agenda as amended. 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 February 2024
CA-2: Cash & Investment Ending Balances Report
CA-3: Consider Approval of Surplus

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 Permanent Right-of-way (ROW) Easement for Road Purposes on Robert Avenue, Project 23-5299

Mr. Eskew presented a right-of-way dedication for Robert Avenue, this dedication will allow for future improvements of the roadway and create a permanent property line for CRW property. There is no payment to CRW but CRW will receive value through the roadway improvements.

Commissioner Garrison & Rubitschun asked about the roadway length, types of required improvements and the requirements for the building up of the new road.

MOTION: Commissioner Danel move to approve the donation of a Permanent right-of-Way Easement for Road Purposes to Clackamas County and authorize the General Manager to sign the easement document. Commissioner Rubitschun seconded the motion.

MOTION CARRIED 5-0

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

Agenda Item 2.0 Consider Construction Contract Award for Water Treatment Plant (WTP) Concrete Repairs and Seismic Bracing, Project 23-5309

Mr. Bjornstedt shared with the Board that this project is a budgeted project in the BN 23-25. This project is a portion of the work under the larger structural project and is being timed to be completed while the WTP is shut down for the filter valve replacement project beginning late March. This project cost is being presented to the Board as a not to exceed amount as the costs may change once the contractor gets in to start the work so this is an educated estimate of the project cost.

Commissioner Rubitschun asked if the work would be done in multiple phases for costing but the project is set up more by area. Commissioner Garrison asked about the type of concrete work (some shoring up basin walls and some work will be to install new concrete). Commissioner Angier asked if the project addressed seismic issues, some would but that is not the focus of this project.

MOTION: Commissioner Danel move to award a construction contract for the Water Treatment Plant (WTP) Concrete Repairs and Seismic Bracing project to Emery and Sons Construction Group for the Not to Exceed amount of \$400,000 and authorize the General Manager to sign the completed contract. Commissioner Rubitschun seconded the motion.

MOTION CARRIED 5-0

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

Agenda Item 3.0 Management Report

- The Board received the monthly report and the report is posted on the CRW website.
- WTP Filter Replacement Project- this project will have the treatment plant shutdown for 7 weeks. Staff have been preparing and strategizing to prepare for this and conducted a 6 hour test to be sure of how water could be moved through the interties with no water from the CRW plant. All materials are on site and the project will begin on March 20. The shutdown is an opportunity to tackle projects around the WTP that will be more easily taken care of without the plant running. Staff have also been coordinating with regional partners with success.
- Riverside Park- The Clackamas Little opening day is April 6, CRW Board and staff have been invited to attend
- CRW has now had two years in a row with zero accidents, this ensures staff go home safely, there will be savings to the district for workers compensation premiums
- There will be a March 25 Work Session focusing on rates
- Actively recruiting for a CFO and a Sr. Waterworks mechanic. Two resignations, one as a water treatment specialist and a customer service specialist. Have hired an accountant, WTP Supervisor, and payroll specialist.

No public comment- None

Agenda Item 5.0 Commissioner Reports and Reimbursements

- Commissioner Rubitschun- Attended the Annual SDAO conference, was impressed by the knowledge and experience of the speakers of each session. Appreciated meeting all of other Board members around the state and is proud to be a member of the CRW Board and proud of the CRW leadership
- Commissioner French- attended the Oak Lodge and SWA Board meetings, MPAC and C-4 Meetings

The CRW Board of Commissioners is convening an Executive Session to:

1. To discuss information or records that are exempt by law from public inspection pursuant to ORS 192.660 (2) (f) and 192.355 (9) (a) and ORS 40.225
2. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. 192.660 (2) (e)

Open meeting is adjourned 6:50pm



Clackamas River Water

Monthly Update

March 2024



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Purchase Order Report February 2024

Vendor: 00011 - HACH COMPANY

PO #	Description	Total Amount
24-0114	(2) CL17, SC4500, WARRANTYPLUS, CL17REAGENT SETS	13,347.55

Vendor: 00287 - ENVIRONMENTAL RESOURCE ASSOC

PO #	Description	Total Amount
24-0115	MICROBIOLOGY PROFICIENCY & DOC TESTING	2,322.08

Vendor: 00402 - DLT SOLUTIONS

PO #	Description	Total Amount
24-0117	AUTODESK GOVERNMENT ANNUAL SUBSCRIPTION	1,281.90

Vendor: 01546 - CASCADE COLUMBIA DIST CO INC

PO #	Description	Total Amount
24-0112	ASCORBIC ACID	1,469.05

Vendor: 03319 - C & R REFORESTATION

PO #	Description	Total Amount
24-0116	PROPERTY & EASEMENT MAINTENANCE TREE REMOVAL	25,000.00

Vendor: 03373 - WASHINGTON CRANE & HOIST CO.

PO #	Description	Total Amount
24-0109	WATER TREATMENT PLANT CRANE INSPECTION & REPAIR	15,445.85

Vendor: 04559 - NW ELDT LLC

PO #	Description	Total Amount
24-0107	CDL CLASS A ENTRY LEVEL DRIVER TRAINING	2,500.00

Vendor: 04571 - MCKIM AND CREED

PO #	Description	Total Amount
24-0110	REPAIR AND SERVICE OF LEAK DETECTION EQUIPMENT	1,922.00

Vendor: 04572 - ACE INDUSTRIES

PO #	Description	Total Amount
24-0111	CRANE HOIST INSTALLATION	6,358.75

Vendor: 04574 - GLASS DOCTOR OF MOLALLA

PO #	Description	Total Amount
24-0118	DAMAGED GLASS REPLACEMENT - CRW ADMN. BLDG.	2,117.00

Contract Log

(Executed since last board meeting February 6, 2024)

Company	Product / Service	Rates	Eff. Date	Exp. Date	New/Amended/ Extended
Emery & Sons Construction Group	Pipe Repair	NTE \$57,665	2/13/24	3/31/24	New
Emery & Sons Construction Group	WTP Valve Replacement	NTE \$ 426,335	3/6/24	5/6/24	New. Approved by the Board at the 2/6/24 Board Meeting
Portland Engineering, LLC	On-call SCADA support	NTE \$74,999	12/1/24	12/31/24	New

Summary of Legal

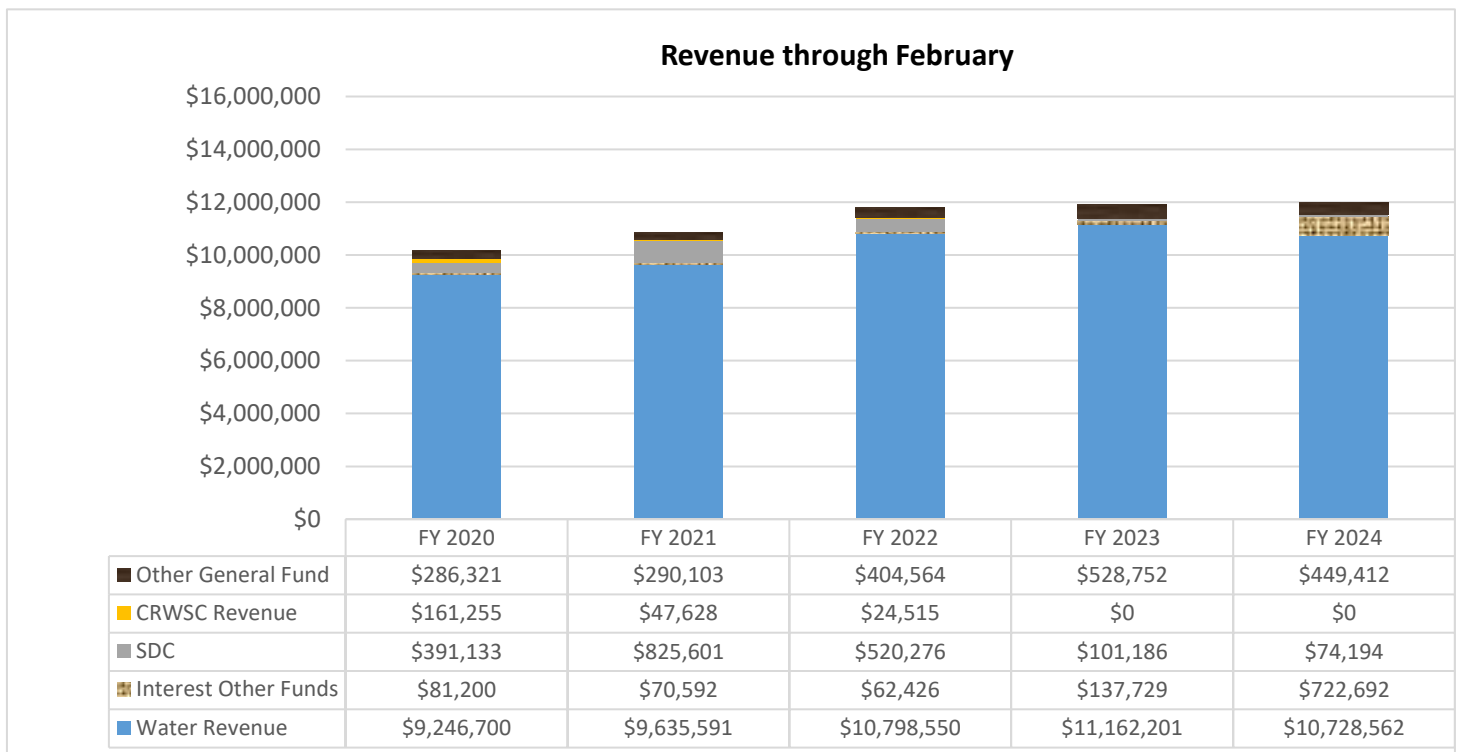
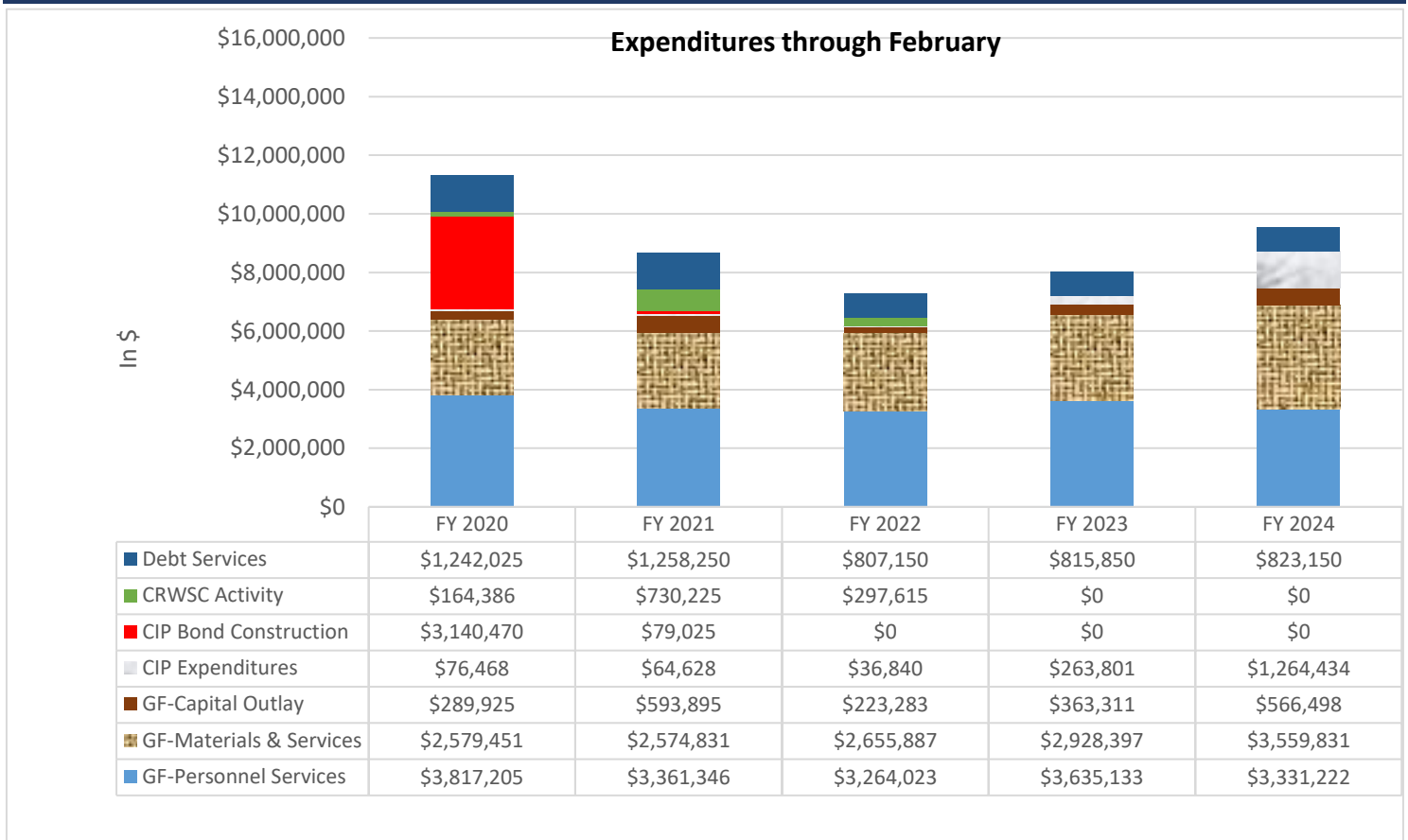
February 2024

Harrang Long Gary Rudnick monthly retainer	\$ 4,600.00
Harrang Long Gary Rudnick work outside of retainer/Client Cost	\$ 877.44
Sub-contracted legal services	\$ _____
Total Legal	\$ 5,477.44

Public Records Request Received

Number of Records Requests Received in February 2024 **1**

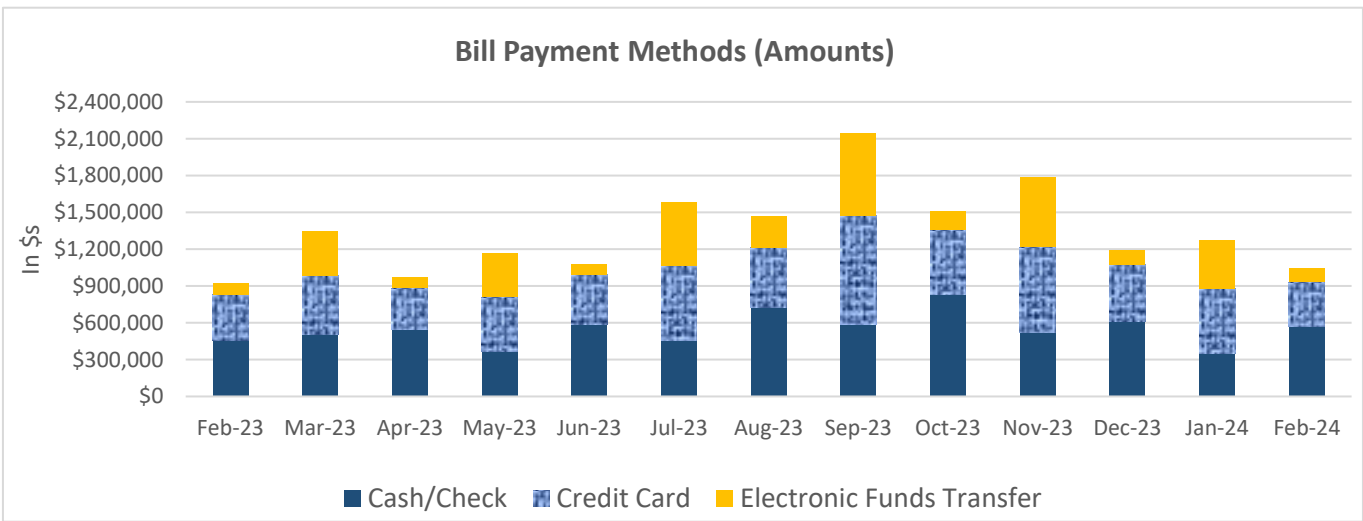
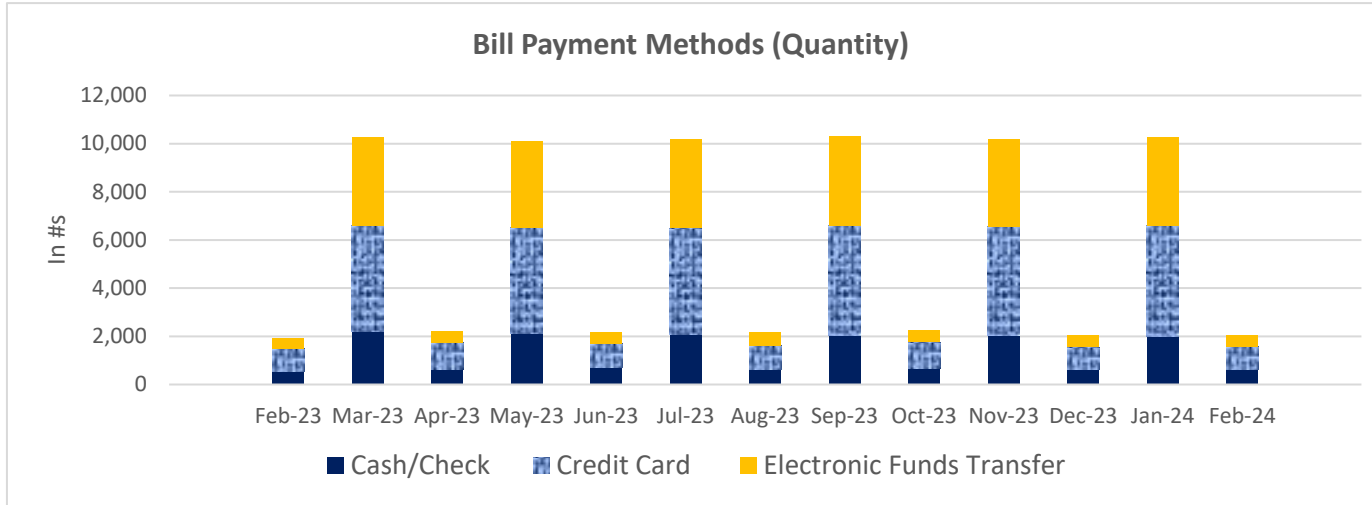
Financial Activity



1) CIP activity is significantly higher this year compared to last year mainly due to the completion of the Maple Lane Rd project. 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) Expenditures in Materials & Services is unusually high mainly due to increased activity in contract work.

(as of the end of February 2024)

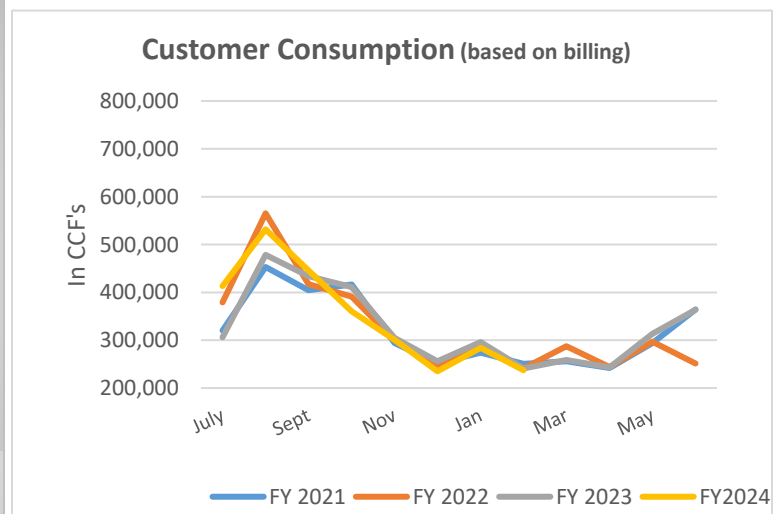
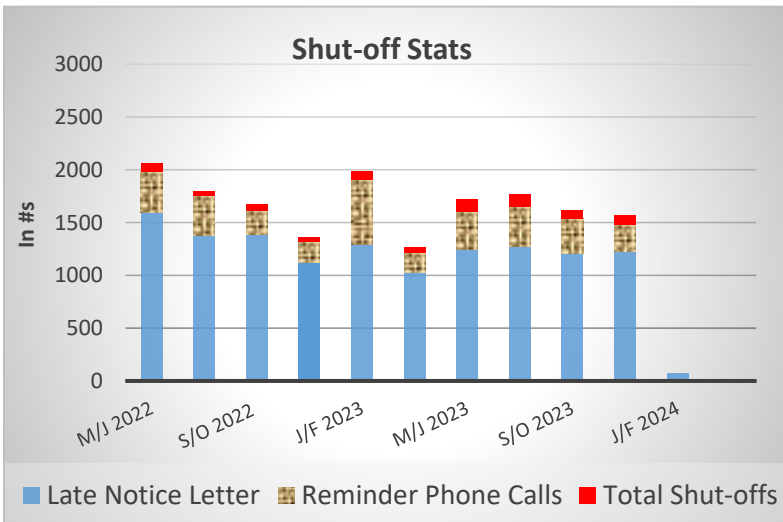
Residential Customers are billed on even months, Commercial Customers are billed on odd months.



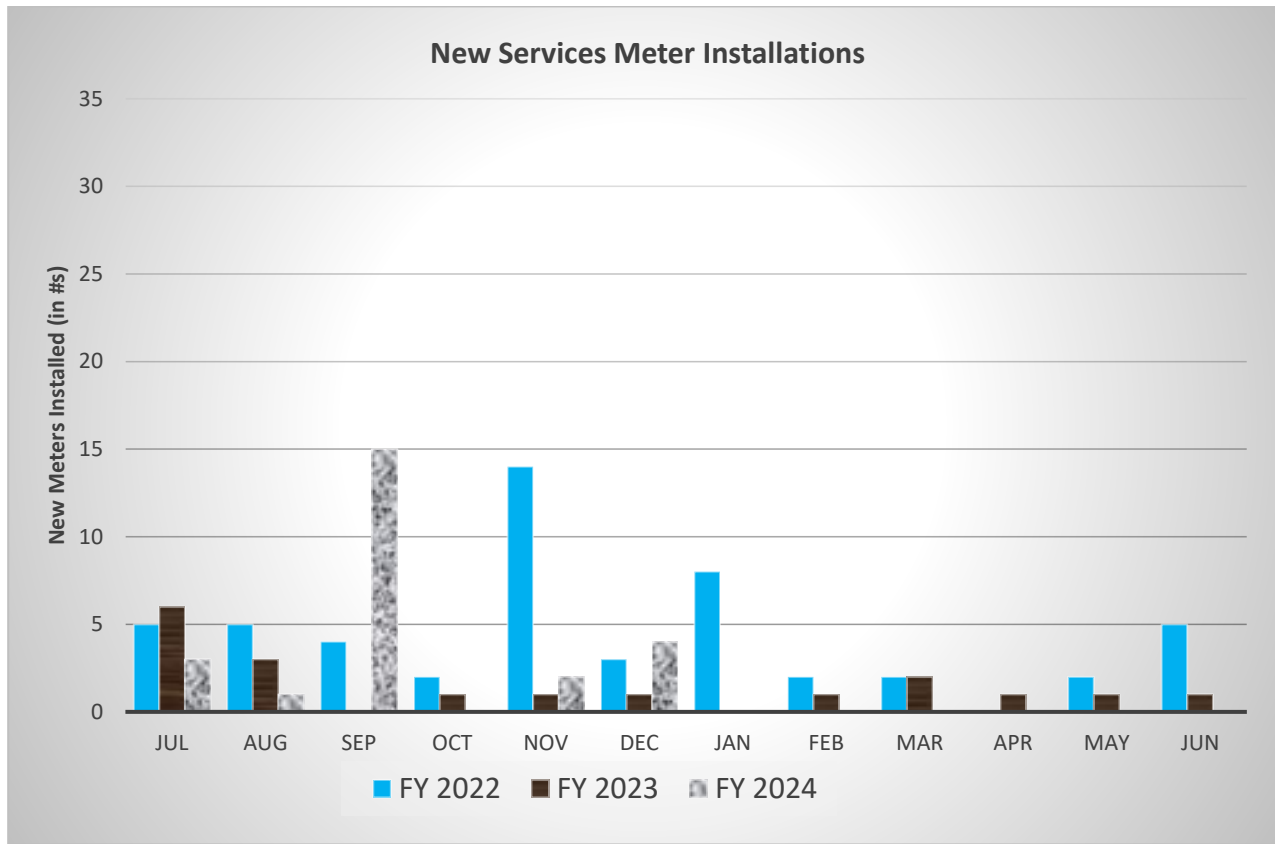
Cash/Check – Received via Lockbox, Counter

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

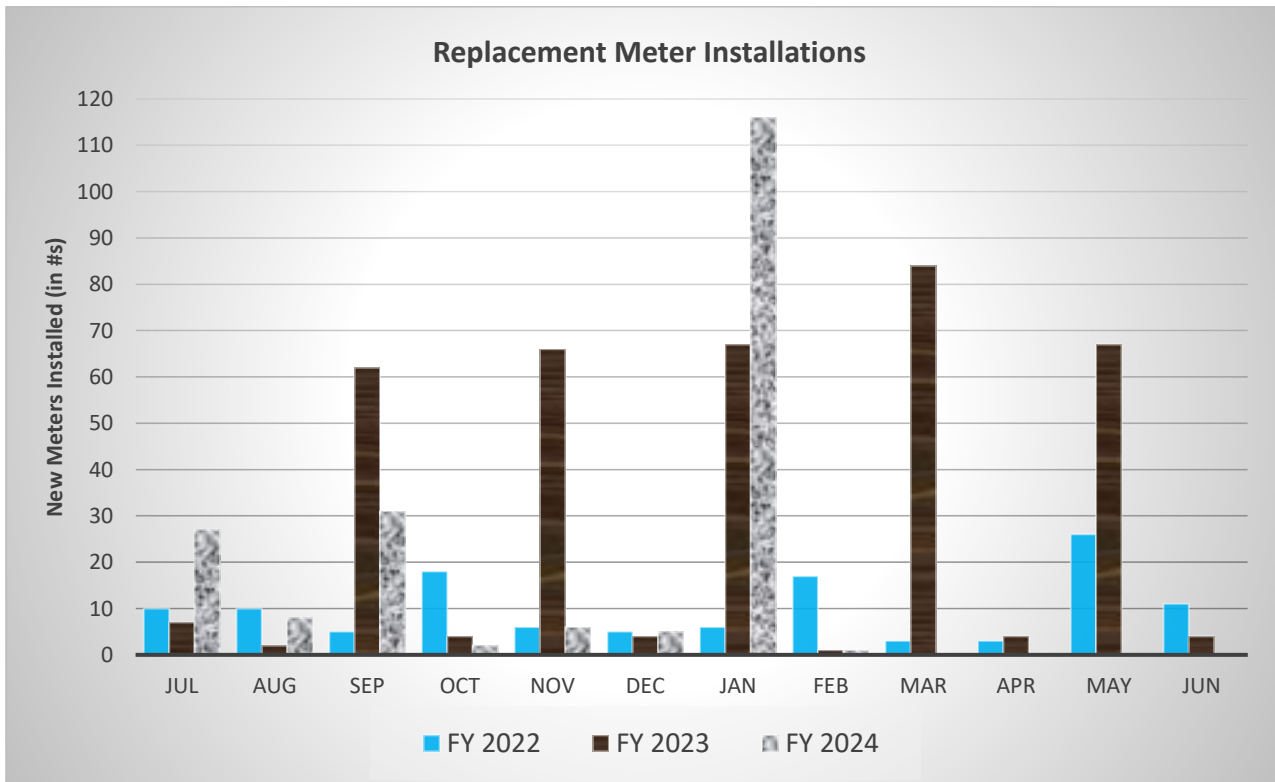
Electronic Funds Transfer – Received via Bank-to-Bank Transfer, Automatic Checking Withdrawal (RapidPay)



*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, Oct. FY24, Jan FY24, Feb FY24

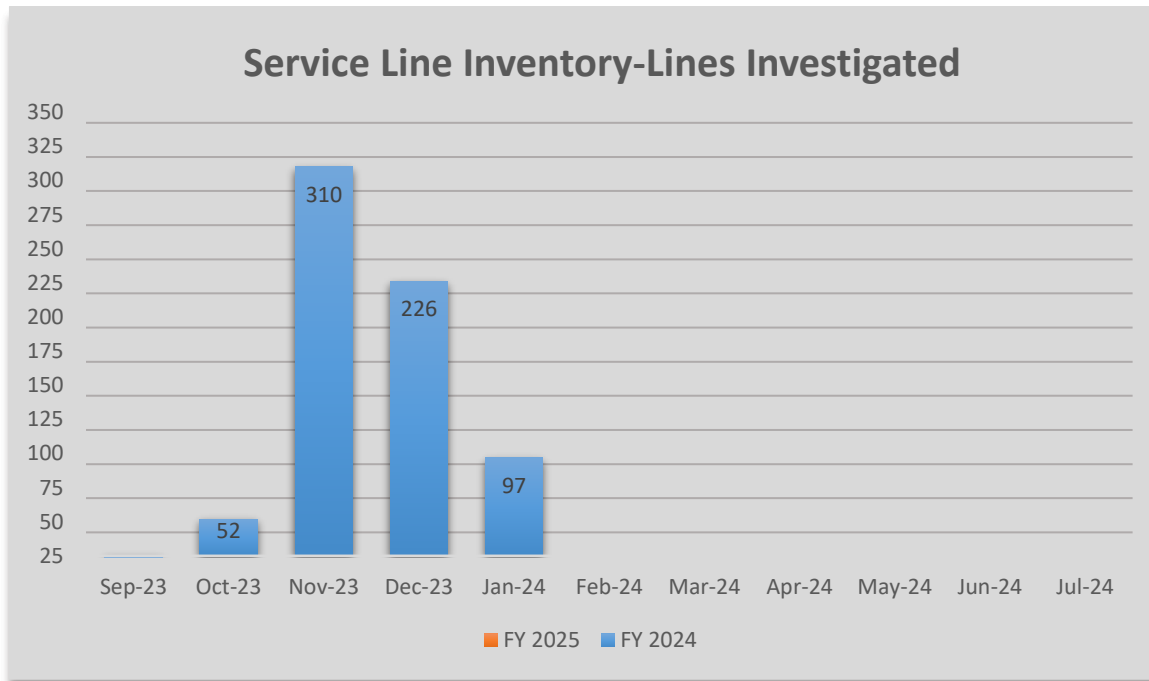


Annual 2024 Goal for Meter Replacement is 350- Year to date is 117.

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. 2024	3	0	38	311	4	28	60	5
Feb. 2024	0	0	109	340	116	3	87	13
Mar. 2024								
April 2024								
May 2024								
June 2024								
July 2024								
Aug. 2024								
Sep. 2024								
Oct. 2024								
Nov. 2024								
Dec. 2024								
Total to Date	3	0	147	651	120	31	147	18
2024 Annual Goal	N/A	N/A	905	N/A	600	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.



No investigations for Sept. 2023

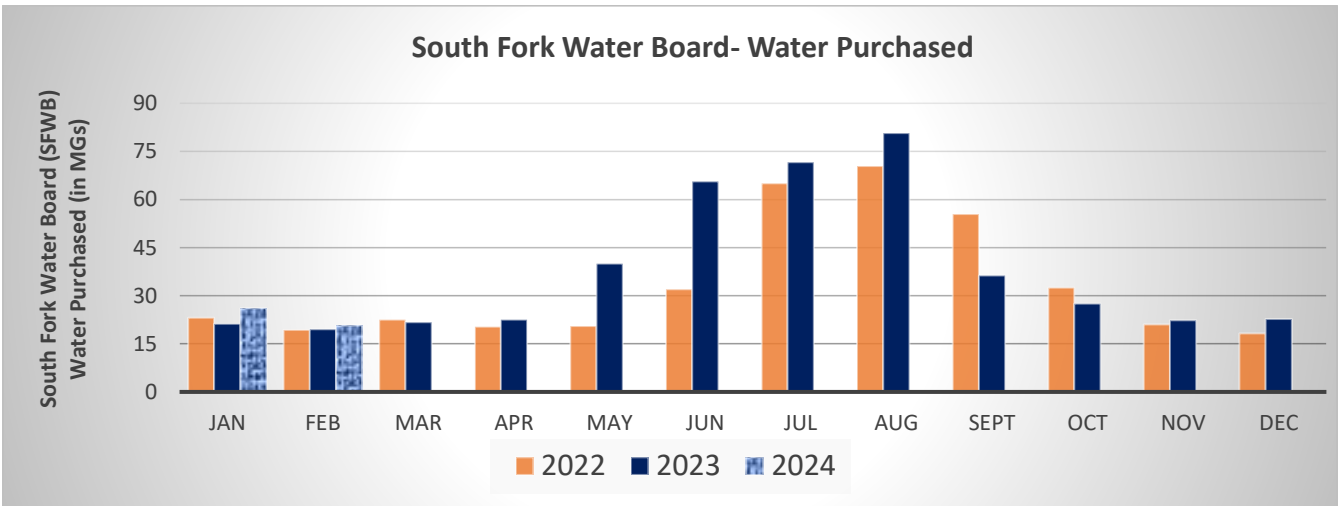
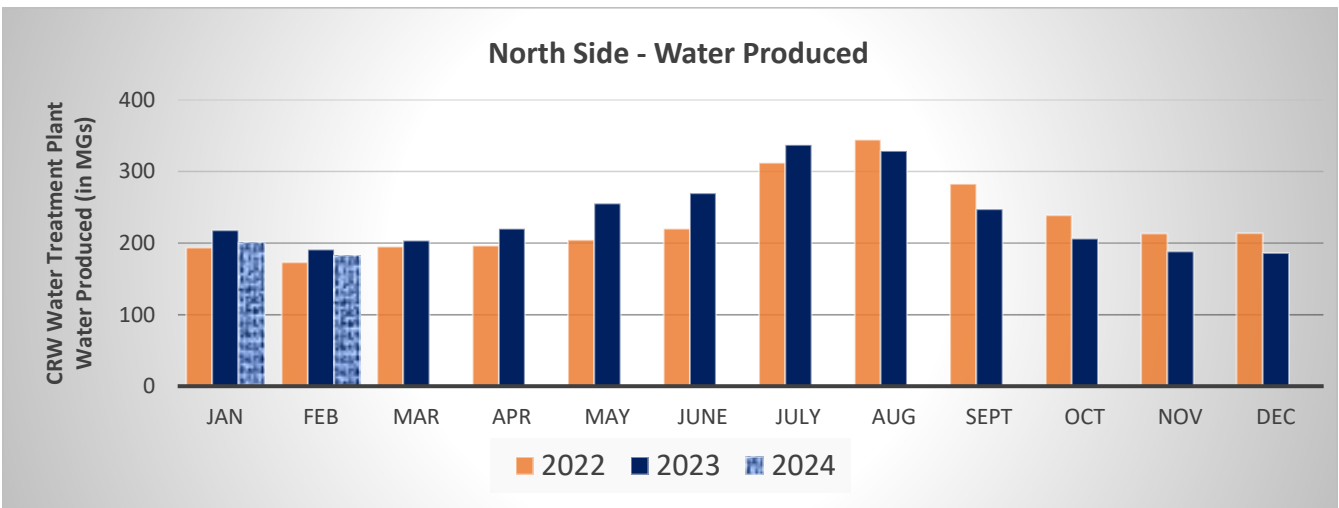
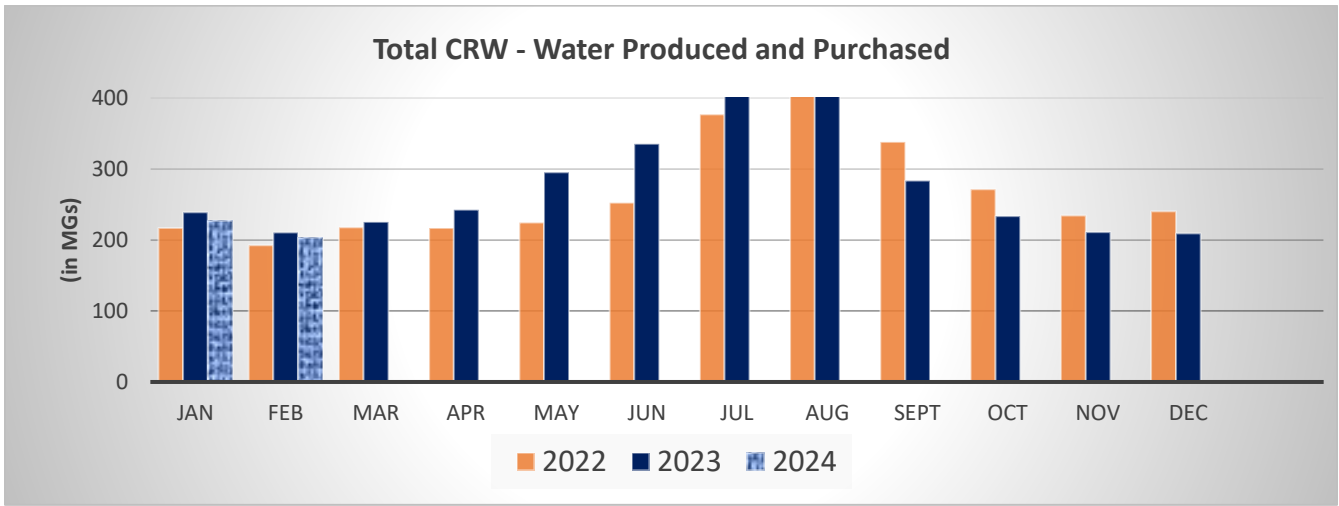
Project Goal: Investigate 683 randomly selected service lines by July 2024. All selected lines have been investigated.

Private Project Tracking – February 2024

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.	Project complete and closing out
21-5289 Private	224 Logistics Center	Unified Grocer site; 4 fire & 4 Domestic Services	Const.	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 Status Report – February 2024

Project No.	Name	Project Budget	Spent to Date	Remaining Project Budget	Project Status
5301	Trans/CRW Impact Projects	\$250,000	\$4,110	\$245,890	
Utility coordination and adjustments at: Johnson Cr. Blvd at 79th Place Signals; ODOT 82nd Ave., Webster Rd.					
5303	82 nd Dr. Waterline Phase 2	\$1,041,000	\$35,458	\$1,005,542	In Design
Design consultant progressing.					
5291	I-205 Crossings:	\$1,119,000	\$23,680	\$1,095,320	In Design
Design consultant beginning work. Scheduling Geotech exploration.					
5306	Redland Rd. Waterline Phase 2	\$1,355,000	\$27,289	\$1,327,711	Construction
Construction ongoing and making good progress.					
5307	Redland Rd. PRV	\$1,003,000	\$5,790	\$997,210	In Design
Design underway. Requested survey.					
5308	Low Lift PS Improvements	\$749,000	\$0	\$749,000	No Activity
No Activity.					
5309	WTP Structural Improvements	\$1,000,000	\$62,092	\$937,908	In Design
Prepared for some Construction during valve replacement plant shut down					
5273	Redland Rd. Waterline Phase 1	\$666,000	\$37,315	\$628,685	Construction
Waterline in service Construction punch list underway.					
5270	Linwood Road Improvements	\$210,000	\$97,527	\$112,473	Construction
Construction is ongoing. CRW is coordinating service replacement work with the County and Contractor.					
5278	Monroe Street Improvements	\$850,000	\$34,534	\$815,466	In Design
Design at 75% complete. Preparing IGA with Clackamas Co. for construction tentative start summer of 2024.					
5280	Pump Station Chlorine	\$142,000	\$1,629	\$140,371	In Design
Design at 30% complete. Coordinating with road designer. Preparing IGA with County for construction delivery.					
5281	WTP Polymer Feed System	\$252,000	\$355	\$251,645	In Design
Designing space and layout of proposed feed system on first floor of WTP.					
5282	WTP Filter Valve Replacement	\$1,302,000	\$221,453	\$1,080,547	Construction
The valves have arrived in Portland. Preparing water agreements with regional partners. Plant shut down tentative scheduled for March 20 through May 9 with installation to begin March 25.					
5305	Webster Improvement of Bilquist	\$0	\$9,191	(\$9,191)	In Design
Preparing plan for service adjustments prior to Clackamas Co. Road project.					
5292	Johnson Creek Blvd Improvements	\$0	\$57	(\$57)	



Information provided in shown in Calendar Years and not Fiscal Years

Regulatory

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

In February we began sampling for the Fifth Unregulated Contaminant Monitoring Rule (UCMR5) in both our North and South systems. Sampling will occur quarterly during the calendar year 2024 and focuses on unregulated PFAS compounds. There were none detected in the February samples.

Non-Regulatory

General water quality parameters (pH, temperature, chlorine, TDS, hardness, alkalinity) were collected throughout the distribution system at 19 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), VOCs (Volatile Organic Chemicals), coliform density, pH, dissolved oxygen, TDS, and temperature.

Winter Conditions Reports

- As of March 05, 2024, the **Willamette basin snowpack was 118% of median.**
- February **precipitation in the Clackamas basin was 117% of normal.** Precipitation since the beginning of the water year (October 1 – March 4) has been 109% of normal.
- **The three-month outlook (Mar-May)** from the NOAA Climate Prediction Center shows a high likelihood of **above normal temperatures** for Oregon, and a **slightly elevated chance of below normal precipitation.**

