



## **PUD BOARD MEETING MINUTES**

**DECEMBER 14, 2010**

**PRESENT:** Tom Ashmore, Mike Elmore, Marla Skroch, Rod Peterson, Roger Prowell, Patsy Busick, Tom Peachey and Ben Beseda. Gene Tobie excused absence.

**GUESTS:** Loren Clark.

Meeting called to order at 6:30 pm by President Tom Ashmore.

Motion by Mike Elmore; second by Marla Skroch to approve the November 9, 2010 minutes and consent agenda. Motion approved 4 ayes, 0 nays.

**PUBLIC COMMENTS:** Loran Clark inquired about agenda items which he thought might pertain to his property adjacent to LC3. Attorney of Record Tom Peachey explained the easements and deed in question for Lower Chenowith Well #3 site. Roger then explained to him the process of water to waste water from LC3 to Chenowith Creek and invited him to stay for his Manager's report which included a power point presentation showing the pipe laying for the project.

**FINANCIAL REPORT:** Patsy Busick presented financial reports. With interest earned in November 30, 2010 of \$299.42 and money transfer to CSB general checking account of \$115,000.00, less \$10.06 service charge, account balance was \$567,683.32. As of November 30, 2010, Columbia State Bank account balance was \$27,725.05. The balances of the CSB, SDC and Connections checking accounts are \$6,001.26. The balance of the CSB Service Deposits account is \$16,042.44. Financials were approved as presented.

Mike Elmore commended the staff in making great strides in controlling expenditures.

**ENGINEER OF RECORD REPORT:** Ben Beseda presented his Engineer of Record report. Ben's staff wrapped up the design work on the Pomona shop mezzanine.

The Robinson-Oakwood Estates final easement document has been approved by all parties and is getting signatures at this point. It will then be ready for Mr. Peachey to record. The easement will cover the existing District waterlines in the Oakwood Estates Mobile Home Park.

There is no news on the Sunrise Estates Addition. It is still a viable project but not moving ahead rapidly at this point.

Ben has worked through the majority of the Drinking Water Program's review comments and modified the Master Plan to reflect. He is now working with Roger on a couple of remaining items to finalize a second submittal. The outstanding items are a more detailed discussion of the water loss and a table of the PUD's standard testing regimen.

Regarding the Lower Chenowith Well #3 Pump to Waste Plan, most of the drawing has been finalized for submittal to the Drinking Water Program for review. Ben is working with Roger to finalize how the control valves will operate. He is also working with the county planning office to get the land use approval. This land is in the CRGNSA. It should be approved fairly easy due to the minimal ground disturbance involved.

Staff engineer, Ken Thiemann, has been working with the District field staff to use an electronic pressure recorder on a household that has had water hammer issues. More data is needed for this project.

**DISTRICT MANAGER'S REPORT:** Roger Prowell presented his Manager's report.

Revenue is up from previous years and water gallons sold are trending down. We have serviced four debt load and paid 23K for annual insurance and still have money in CSB for regular monthly expenses. Ray Johnson from The Dalles says that their revenue is down despite rate increase, not by much but the price increase did not generate expected revenue.

Current weather records shows that we are 138% of normal precipitation for the month of December giving credence to the La Nina predication.

We used the recent snowfall events to drive the streets and looked for warm spots to indicate leaks. We did not find any hot spots. Still chasing unaccounted for water numbers and since Lower Chenowith accounts fro a lot of water loss and we looked at source water and system demand and reservoir levels in the low demand non-irrigation season and those numbers were still high. We kicked a lot of mental dirt and ran a lot of charts trying to see relationships or patterns. We found one in comparing gallons pumped from LC3 and Foley. We had more unaccounted for water when LC3 was more active and less when Foley was more active.

Doing the math on dark of night reservoir levels lead us to think about meter accuracy so we designed a flow test using the old meter from Fleck (a low use meter whose accuracy is reliable, and discovered that the flow meter at LC3 is about 11% fast or displays and counts more water than our 3 inch test meter. This would reduce the amount of unaccounted for water in the Lower Chenowith area by 11% or about 130K gallons. The charts show this relationship for the past several months.

These pictures show the excavation for the new pressure transducer going in at Allen Reservoir. This is the drain line from the reservoir and will give smooth readings and be perturbed by LC3/Starlight pumps and should be a better data acquisition show. Notice the quality of this backfill and no bedding of the pipe. We purchased a quality unit, much better than the current transducer.

We are currently laying pipe up the hill from Chenowith Creek using old 8 inch well casing to save money and give us some experience using threaded pipe.

Kingsley reservoir erosion control project is working most wonderful. Prior to the replacement of the concrete barriers all of the sediment would have been in/on our vault.

Meter reading has a small glitch this month, with a 155 customers on Route 2 getting an additional \$7.05 charge on the bill. This was caused from a default setting in the billing program that prorated billings longer than 35 days and we had thirty days six days in the default settings. Very few people noticed, but we credited all accounts for the \$7.05. Lea and I worked on this issue and looked at calendars into the future, selected our meter reading dates and adjust this number to 37 days, as a conservative number to avoid this in the coming years.

Bill punctured his eardrum. One in a million shot . . .doing much better. Did all the 801 OSHA paperwork. Will not be a "lost time" data point in OSHA record keeping, which is their main driver of action since there was not enough time taken from the normal work week.

We did our quarterly vehicle checklist on all the vehicles and equipment and have our little Ranger for windshield wiper repair and the backhoe has a horn needs repair and

little things on the mini excavator. Performing our own maintenance on the vehicles is a good way to keep a better eye on the mechanics of the rigs.

We have highlighted the customers in Tobie's District in case we need to find a replacement due to his condition. Check and review names of interest. This is a pre-emptive strike.

There is good news for Lea. Test results show on bone cancer and she will not have to do radiation but will undergo some mild chemo that will make her sick but not lose hair. Overall, this is good news. Kelly, from BBSI has been filling in and has done a good job.

**OLD BUSINESS:** Nitrate samples from Umpqua for LC3 were 1.86 ppm which is comparable to the in-house sample of 1.80 ppm. There is no issue with the Oregon Fish and Game Department with water going to the creek. With the pipe wet as it is the water will flow and ease into the creek with no ripple effect to attract fish.

Tom Peachey reported that the law firm of Jordan and Schrader is moving forth on the preparation of the deed on the Lower Chenoweth property issue.

**NEW BUSINESS:** The Board of Directors canvassed the abstracts and determined the results of the election and declared the results. The results were as follows: Marla Skroch 96.66%; Rodney Peterson 99.36%; Michael Elmore 98.40%.

Roger asked the Board for direction on the upcoming budget. Mike Elmore said to watch revenues and water use. Need to hunker down for another year. The Board agreed for Roger to prepare a rough draft of the '10-'11 budget with no major projects.

#### **TRAINING SEMINARS & CLASSES:**

**BOARD COMMENTS:** Motion by Mike Elmore; second by Marla Skroch for a \$100 holiday bonus for the entire staff. Motion approved 4 ayes, 0 nays.

Rod Peterson informed the Board that he would not be present at the January 11, 2011 Board meeting. Absence noted as excused.

With no further business, motion by Mike Elmore; second by Marla Skroch to adjourn meeting. Motion approved 4 ayes, 0 nays.

Meeting adjourned at 7:35 pm.

Submitted By: \_\_\_\_\_  
Patsy Busick, Admin./Human Resources

Approved as to content at regular meeting held January 11, 2011.

By: \_\_\_\_\_  
Tom Ashmore, President  
Board of Directors